

9<sup>th</sup> November 2018

Dear Parent/Carer,

I am writing to inform you of an exciting programme of study, which will assist your daughter in preparing for her GCSE examinations in summer 2020.

Elevate is a national educational advisory service with an excellent track record of helping students with tips on how to revise and managing their time effectively to ensure they get the best out of their revision.

Elevate runs small group sessions, with a maximum of 35 students, and provides follow up work for a period of 7 weeks after the presentations. We have scheduled the following programme for your daughter:

- Wednesday 12<sup>th</sup> December 2018 - Time Management. This seminar addresses the issue students can have in managing their time around their busy lives in order to include relevant revision. It's about making the most of their time to ensure they get the best out of their exam preparation.

The seminar has been booked to coincide with a PSHE lesson, so as not to take away from lesson time within school. This is a wonderful opportunity for your daughter and I hope that she fully engages with the programme to support her through her academic studies in preparation for summer 2020. Thank you for your continued support of your daughter's education.

Yours sincerely,

Miss LA Gawley

Head of Middle School