

**Mr Tom Peacock**

The Bourne Academy, Hadow Road

Bournemouth

-Dorset

BH10 5HS

Same as above but student details/who the letter is being sent to

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**Monday 23rd September 2024**

**Dear (Name of student)**

I would like to start by saying what a great start to Year 11 you have made. This is a very important year for you and I am very much looking forward to working with you to ensure you gain the qualifications that your hard work and dedication deserves.

Attendance is key to you reaching your full potential this year, and I will be working closely with Mrs Beer the education social worker to ensure your attendance is not a barrier to your success. Prom will also be linked to attendance, so is very important.

I have highlighted some key dates for you in year 11 that we will be running to support you in this vital year:

- **Elevate Year 11 workshop - Wednesday 16th October (supporting students with how to revise )**
- **Year 11 PTC Wednesday 23rd October 2024**
- **Year 11 Mocks Monday 18th November — Friday 27th November 2024**

- **Year 11 Mocks Monday 3rd March—Friday 7th March 2025**

- **Year 11 PTC 2nd April 2025**

We will be working closely with the year 11 working party to ensure we are ensuring that every intervention is supporting you in the best way possible. If you would like to be part of this, please let me know.

This year will go extremely quickly with less than 160 days left until your exams start, you need to make every day count and that starts with being in school, and engaging not only with lessons but every opportunity/intervention that is offered.

I know together with the support of your tutor and teachers this can be a very successful year and be the stepping stone for your POST 16 adventure .

**Yours sincerely**

**Mr Peacock**

**Signature**

\_T. Peacock

Head Of Year 11