

17 February 2011

Dear Parent/Carer,

Re: GCSE Graphics coursework 2011

I am writing to let you know that the deadline I have set for completion of the GCSE folder and 3D products is Friday 18 March 2011.

In order to assist the student's completion of their work I am offering a lesson during half term on Wednesday 23 February 2011.

The lesson will start at 9am and will last for approx 3 hours. This will allow students to have an extended period of time to complete their 3D products; it will also allow us to have exclusive use of the computers to develop the final artwork.

Please encourage your son/daughter to take advantage of this opportunity. Please return the reply slip on the day of attendance. Students are not required to wear school uniform.

Many thanks for your support.

Yours sincerely

Mrs Selby
Teacher of Design Technology

I give permission for my son/daughter to attend the Graphics catch up session on Wednesday 23 February 2011 with Mrs Selby.

Name of Student: Form:

Signature of Parent/Carer: Date: