

8 June 2017

Dear Parent/Carer

**Year 10 Catch up Sessions**

As you aware your son/daughter is studying for a BTEC Business equivalent to 1 GCSE. The expectation is that your child will have completed their first unit of coursework by the end of the summer term.

To support your child and ensure that they have met all of the expected assessment requirements, they are required to attend the Business Coursework Catch up sessions until their work is of a satisfactory standard.

These sessions will take place Mondays and Thursdays (your child can attend both sessions) from 3.40pm to 4.40pm. Regular attendance will enable your son/daughter to receive additional support and improve their overall grade.

Please complete the slip below and return to a member of the Business team so that attendance at these sessions may be monitored. We would ask you to ensure that suitable transportation is arranged after the session to ensure your child arrives home safely.

Yours faithfully



Mr M Hellyer  
Co-ordinator – Business and Enterprise  
[matthew.hellyer@wilmingtonacademy.org.uk](mailto:matthew.hellyer@wilmingtonacademy.org.uk)

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To: Business Team

My son/daughter \_\_\_\_\_ will attend additional Business Studies support on either (please tick):

Mondays from 3.40pm to 4.40pm.

Thursdays from 3.40pm to 4.40pm.

Please tick both boxes if attending both sessions

I have arranged suitable transportation for my son/daughter following the sessions.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_