



Bromfield Road,
Ludlow, Shropshire, SY8 1GJ
Telephone: 01584 872691
Email: admin@lces.dhmat.org.uk
Web: www.ludlowschool.com
Executive Headteacher: Michael Stoppard
Chair of Governors: Andrew Teale

Tuesday 29th September 2026

Year 7 Settling In Evening Invitation

Dear Parent/Carer,

We would like to invite you to our Year 7 Settling In Evening, which will take place on Thursday 8th October. This event is an opportunity for you to meet your child's tutor and ask any questions you may have. During your meeting, the tutor will provide a brief overview of your child's behaviour, attendance, and general wellbeing since starting Year 7.

To help manage the flow of appointments, we are offering three timeslots:

- **3:40pm – 4:40pm**
- **4.40pm-5.40pm**
- **5:40pm – 6:30pm**

Please select a timeslot and your child's tutor will allocate a specific time within the chosen timeframe and return this to you. We look forward to welcoming you and working together to support your child's transition into secondary school.

If your child has an EHCP, Mr Faulkner, our SENCO, will be available for your appointment. Please ask your child to make an appointment with Mr Faulkner or email Mr Faulkner at b.faulkner@ludlowschool.com.

Kind regards,
Emma Morris

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Childs Name:

Tutor:

Please circle the relevant timeslot

I would prefer an appointment at

- **3:40pm – 4:40pm**
- **4:40pm – 5.40pm**
- **5.40pm – 6.30pm**

Signed: _____ (Parent/Carer) Date: _____

Your appointment is at