

8th October 2018

Nova Hreod Academy
Akers Way, Swindon
Wiltshire SN2 2NQ
01793 528800

admin@novahreodacademy.org.uk
www.novahreodacademy.org.uk

Dear student

Re: KS4 Presentation Evening for the class of 2017/2018

It is with great pleasure that I would like to invite you to the GCSE presentation evening on 15th November 2018 at 6.30pm.

This is a wonderful opportunity to meet up again with your friends from the class of 2017-18 and also some of your teachers and other staff who will also be in attendance. During the evening you will be presented with your GCSE certificates which are of vital importance to you and should be kept in a very safe place: it is very difficult to purchase replacement copies.

There will also be a prize ceremony for a number of students who have won awards for subjects and for contribution to school life. We also have a guest speaker. This is an important and formal occasion, and we would be delighted if you could dress smartly as there will be photographs taken to commemorate the event.

If you would like to attend, and to bring your parents, please contact Mrs Tracey Butler at the Academy on 01793 528800 or by email: t.butler@novahreodacademy.org.uk to confirm your attendance, indicating how many people will be joining you.

Alternatively, you could indicate on the reply slip below if you are able to attend. If for any reason you are unable to attend, you will be able to pick up your examination certificates from reception at a pre-arranged time: please telephone Mrs Butler and arrange a mutually convenient time to do so.

We look forward to seeing you there.

Yours sincerely



Mr. S. Thomas
Assistant Principal Behaviour & Safety

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GCSE Presentation Evening – please return this slip to Mrs Butler, c/o student services

Name:

I will/will not be attending (please cross out as appropriate)

Number of people attending with you:

