



St Ursula's Convent School

A Humanities College and Teaching School

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Headteacher: Mrs Catrina Hamilton NPQH, Bed.Hons, Accredited SENCO

30 September 2019

Dear Parents/Carers

Year 11 GCSE Certificate Evening – Tuesday 19 November 2019 at 7.30 pm

I am writing to invite you to join us on Tuesday 19 November, when students will receive their GCSE certificates. The event will take place in Our Ladye Star of the Sea Church.

This is an important event and there will be a formal presentation of certificates, followed by refreshments in Hilltops and the opportunity for parents/carers and staff to get together informally.

A photographer will be on site to take a photograph of each student receiving her certificates, a copy of this photograph will then be sent to you.

In order for us to prepare for the evening, it is essential that we know who will be attending. Please confirm by emailing admin@stursulas.com by putting "**Year 11 GCSE Certificate Evening**" and **daughter's name and form** in the subject box OR by calling Reception on 020 8858 4613 ext. 123 **by Friday 1 November 2019** at the latest.

Please then provide us with the names of those who will be attending the evening.

I really hope you will be able to join us for the evening, as it is the last time we will be able to celebrate with the girls.

We look forward to seeing you.

Yours sincerely

Catrina Hamilton

Ms C. Hamilton

Headteacher

