

Cardinal Pole Catholic School

205 Morning Lane, London E9 6LG
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8/10/2013

Dear Parent/Carer,

It is with regret that I have to inform you that (child's name) has failed to complete his/her homework on (occasions) this term.

We are disappointed that (child's name) has shown a lack of regard for completing homework as it plays a very important role in testing whether or not a pupil has understood the work covered in class. We hope that you will encourage (child's name) to complete his/her homework set each day and that you will check (child's name) exercise books to make sure it is completed properly.

If this pattern of non-completion of homework continues we will insist that your son/daughter attends homework club in F114 at lunchtime or in T118 after school on a daily basis. Please could you contact me on the number below if you would like this arrangement to be put in place.

Yours sincerely,

Mr D Hanna

Head of Year 7

Tel: 0208 985 5150 ext. 2105

