

# Cardinal Pole Catholic School

205 Morning Lane, London E9 6LG  
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22/11/2013

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 year. 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.

I wrote to you in October to say that if this pattern of non-completion continues then I will have to impose compulsory attendance at homework club after school. Homework club is on every day at lunchtime in F114 and every day after school in the same room. On a Thursday after school homework club will now be compulsory for <child's name>. I will monitor the attendance at these sessions to ensure that <child's name> is adhering to this arrangement.

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>'s planner and exercise books to make sure it is completed properly.

I appreciate your support with this matter. If you have any concerns with this arrangement then please do not hesitate to contact me at school.

Yours sincerely,

Mr D Hanna

**Head of Year 7**

Tel: 0208 985 5150 ext. 2105



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