

September 2022

Dear Parent/Carer,

On Thursday 15 September 2022 between 2.15pm and 3.15pm, an English tutor will be visiting school to talk to parents and carers about **FREE** courses available for over 18's and signing up anyone who would be interested in taking one. Some courses will start over the next few weeks and may be based at Appleton Academy, and others may be based at St Peters House in Bradford. Some courses will also take place at other venues around Bradford. These courses are usually 2 hours per week and will last until around May 2023 and will provide you with a qualification.

The tutor will be able to answer any questions you may have about a course, and you may be able to sign up immediately. The tutor has asked if you can bring the following:

- Photo identification (driving licence/passport)
- National Insurance Number
- Proof of benefits (if applicable), however you do not need to be in receipt of benefits to attend a course

The tutor specialises in ESOL (English for speakers of other languages) and functional skills (of all levels) so these courses may be held at Appleton Academy. Other courses may be delivered by another tutor and held elsewhere in Bradford. These include:

- Health and Safety
- Food Safety
- Parenting under 5's
- Digital Literacy
- Customer Service
- Teaching Assistant

The tutor will be available in the Primary small hall from 2.15pm on Thursday 15 September. Please enter through the small hall doors which are near the Community Room. Academy staff will be available to support you.

Yours faithfully

Emily Chesterman  
Parental Involvement Officer