

November 2017

Dear Parent/Guardian

Student Progress Review – Thursday 7th December 2017
Individual Student/Parent Consultation Sessions

As you are aware, the College suspends lessons for the day during the autumn and summer terms so that tutors can meet with students to discuss their academic progress and plan targets that will help them go on and achieve their potential. This process is called Student Progress Review and with the increasing amount of data and analysis that is now available on performance, it has become a vital part of a student's development, heightening their awareness of their learning strengths and weaknesses.

We are very keen for you as parents to attend the 'Student Progress Review' meeting this December, so you can be fully briefed on your child's progress, and also be a part of prioritising the personal targets for your child, for the next term.

Can you please ensure that your child agrees an appointment time with their tutor during the course of the day (between 8.30am and 6.00pm) that you can also make.

We look forward to seeing you and for your active involvement and support in your child's educational academic and personal progress. Please return the reply slip to indicate that you have received this letter and whether your child will require a College meal.

Yours sincerely

Mrs S Bennett
Headteacher

(Please return reply slip to your Form Tutor)

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A packed lunch can be provided for students in receipt of Free School Meals.

(Please tick if required)

Name of Student: _____ Tutor Group: _____

I have received notification of the closure of the College on Thursday 7th December to allow for the personal and individual progress interviews between student parents and their tutors.

Signed: _____ Parent/Guardian