

Our Ref: 140 13

13th September 2013

Dear Parent/Carer

Review Day Years 8 to 11 – Thursday 19th September 2013

I am writing to advise of the arrangements for the Review Day scheduled to take place on **Thursday 19th September from 1.15 p.m. until 6.00 p.m.** On this day, school is closed for students, however, they are expected to accompany their parents/carers to school for their scheduled appointment time. Full school uniform should be worn.

The purpose of these days is to provide time for individual conversations between the student, parents and a mentor, usually the Form Teacher, during which they can discuss their progress, their achievements and, in particular, their goals for the next year.

For the remainder of the day, students will be expected to work on completing any outstanding homework tasks at home. In a similar way to arrangements for subject parent consultations, students will book their appointments with their Form Teacher or designated Tutor. The appointments are intended to last 15 minutes per student, to ensure that every student has an opportunity to meet a mentor. Students and parents are expected to prepare for the interview by discussing the contents of their Summer Term Progress and Attendance Reports (Form Teachers will have copies of these available on the day) and identifying some appropriate topics from which learning goals can be constructed. Please bring your copies of the Progress and Attendance reports along with your child's Student Planner, so students can record their Learning Goals for future reference. It is intended that the majority of interviews will take place in your son's Form Room.

These types of days are now well established and form part of our ongoing school improvement plan, designed to allow us to ensure that your children have the very best opportunity to achieve their full potential.

Thank you all for your continued support and co-operation.

Yours sincerely



Mr G Richards
Assistant Principal – Data & Intervention