

22 November 2021

Y12 & 13 Progress Meetings, Thursday 2nd December 2021, 4.30pm - 7.30pm (please arrive by 6.30pm latest)

Dear Y12 & 13 Parents / Carers,

This letter is to advise you that **Year 12 & 13 Progress Meetings** for all students will take place on **Thursday 2nd December**. You can arrive at any point between 4.30pm and 6.30pm. The event will finish at 7.30pm. Your child must accompany you in **formal attire**.

At the progress meetings, you and your child will have the opportunity to discuss their academic progress and goals for this year with individual subject teachers. Here are some suggested focal points for the meetings:

Year 12	Year 13
Preparation for forthcoming API assessments	Identifying key gaps in knowledge
How to make the decision about potentially discontinuing one (<i>the 4th</i>) A level subject	Most purposeful actions your child can take in the next six months
Wider reading to stretch your child's learning	Wider reading to stretch your child's learning
Any attendance / punctuality issues in that subject	Any attendance / punctuality issues in that subject

Given the above, it is of utmost importance that all Sixth Form students and parents/carers attend their progress meetings. Parents' evenings are **compulsory** for parents to attend, as directed by the Department for Education, and they are a vital part of the partnership between school and home.

To confirm your attendance, all parents/carers must complete this Google Form:

<https://forms.gle/tKHhA16jVsDf5mQT9>

The deadline for completing the Google form is Thursday 25th November at 5pm

Please note that you must complete the form even if, under exceptional circumstances, you are not able to attend.

We do not operate an appointment system as these tend to overcomplicate matters, particularly where a conversation takes longer than expected. You will have time to meet all of your child's teachers, or at least **one teacher for each A level subject**, and should ensure you do so. If at any point during the evening you have to wait a few minutes to see a particular teacher, we ask that you be patient with us.

Thank you in advance for completing the Google Form and for your support and participation in the progress meetings. We look forward to seeing you next Thursday.

Yours sincerely,



**Mr Whitlock, Miss Boyle and Miss Sandford
Assistant Principal (Sixth Form), Director of Learning Y12 and Y13**