

MBL/nh/ARD 2

Monday 6th March, 2017



Dear Parent/ Carer

Re: Academic Review Day - March 2017

We were very pleased with the success of the Academic Review Day in November of last year. The next Academic Review Day is on Monday 27th March from 4pm to 7pm and continues the following day on Tuesday 28th March from 8.30am to 1.30pm. This will hopefully provide you with the opportunity to come in at a time which is suitable for you. An appointment must be made and attended by all students and we cannot emphasise enough the importance of parents/carers attending. Students are expected to attend their appointment and will be able to go home immediately after in order to use this time to complete independent learning and work set by teachers where appropriate. If you are unable to attend on either of these days, please contact your child's tutor as soon as possible so alternative arrangements can be made.

Academic Review Day is an opportunity to meet the tutor of your son or daughter, Heads of House or members of the Senior Team as well as Mrs Lear, Special Educational Needs Co-ordinator and Mrs Fowell, Student Support Manager.

We have allowed for a 15 minute appointment to take place with you and your child. The purpose of the meeting is to look at the latest report on your child's progress as well as efforts and progress made this year towards the targets set. During the course of the meeting we would also like you to feedback any comments you have. It will be an opportunity to look at the strengths, weaknesses, opportunities for the future and threats to success.

We would like you to indicate on the slip below a preference for an evening or morning slot so that your child's tutor can best organise the appointments to fit around your needs. **Please return the slip to your child's tutor by Friday 17th March.** Confirmation of the times will come to you via your child and times will be given if preferences have not been returned. Please arrive 5 minutes before your selected time to collect your child's report from the Library along with our yearly survey.

Thank you for your time and commitment to the review of your child's progress at Torpoint Community College. It is by working in a strong partnership that we can ensure your child makes the best possible progress. We look forward to meeting you on the day.

Together we will succeed.

Yours sincerely

Miss Blandin
Senior Assistant Headteacher

Student Name: Tutor Group:

Monday 27th March 4pm onwards

Tuesday 28th March 8.30-10.30 am

Tuesday 28th March 11am-1.00pm

Agreed appointment time:
(to be completed by tutor)

Parent/carers Signature: