

K/ReviewDay/09-10/LetoparInvitenov09/STEHoc

19 October 2009

Dear Parent/Carer

**Student Academic Review Day – Friday 13 November 2009**

We will be holding our first Academic Review Day on Friday 13 November. Review Days are held in addition to the Parents' Consultation Evenings and are an important opportunity for the school to work with you to ensure your child makes good progress.

During the day, all students will meet with their form tutor and parents/carers to discuss their progress, the quality of their work and to agree targets for continued improvement. In order to facilitate these discussions, the form tutor will have a copy of your child's latest academic monitoring report. Your child should also bring his/her exercise books and Passport for Learning to the meeting.

Please indicate on the slip below the time slot that would be most convenient for you, and return it to your child's form tutor by Friday 23 October. Confirmation of your exact appointment time will be returned to you via your child in their Passport for Learning.

Yours sincerely

**M Steen**  
**Deputy Headteacher**

---

**Student Academic Review Day – Friday 13 November 2009**

Student: \_\_\_\_\_

Tutor Group: \_\_\_\_\_

My preferred timeslot: 8.30-11.00am  11.00-1.00pm   
1.00-3.00pm  3.00-5.00pm

(Please tick as appropriate)