

MBL/jt/ARD

17<sup>th</sup> March 2014



**Inspiring Optimistic Learners**

Dear Parent/ Carer

**Re: Academic Review Day – March/April 2014**

We were very pleased with the success of the Academic Review Day in November 2013. The next Academic Review Day is on Monday 31<sup>st</sup> March 2014 from 4 to 6pm and continues the following day on Tuesday 1<sup>st</sup> April from 8.45am to 1pm. I hope this provides flexibility around your commitments. 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 arrive in full College uniform for their appointment and will be able to go home immediately after to use this time to complete independent learning and work set by teachers. If you are unable to attend on either of these days, please contact your child’s tutor.

Academic Review Day provides the opportunity to meet your son or daughter’s tutor, Heads of House and members of the Senior Team. Mr Maslen, Special Educational Needs Co-ordinator and Mrs Fowell, Student Support Manager will also be available, please ensure you contact the College in advance to make an appointment.

We have allowed for a 20 minutes appointment to take place with you and your child. The purpose of the meeting is to examine the comments in 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, threats to success and opportunities for the future.

This will be one of the final opportunities for parents/carers of students in year 11 to find out what can be done in the final weeks of term to support their son/daughter in getting the best out of their exams in the summer.

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 Wednesday 26<sup>th</sup> March. Confirmation of the times will come to you via students and times will be given if preferences have not been returned. Please arrive 10 minutes before your selected time to collect your son/daughter’s report from the Library to allow you the time to read the report.

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  
Assistant Headteacher

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**Please complete and return to your child’s tutor by Wednesday 26<sup>th</sup> March**

Student Name: ..... Tutor Group: .....

Monday 31<sup>st</sup> March 4pm onwards

Tuesday 1<sup>st</sup> April 8.30-10.30 am

Tuesday 1<sup>st</sup> April 11am-1.00pm

Agreed appointment time: .....  
(to be completed by tutor)

Parent/carer Signature: .....

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