

The Key Education Centre

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Ref: Changes to Pupil Reviews

Dear Parent/Guardian,

I'm writing to inform you of the upcoming changes to the way in which we communicate pupil progress at the centre.

As you will be aware, you are currently invited to attend half-termly review meetings with your pupil's tutor which enable you to discuss their progress and explore any concerns. We feel that this continues to be a worthwhile process but are aware of some of the difficulties experienced when trying to organise these meetings.

As a leadership team we have made the decision that there will now be two different ways in which you will receive communications about the progress of your child. You will receive a data report each half-term which will share the results of the data drops from that half-term. Data drops are submitted by teachers twice a half-term and report on attitude to learning, quality of work produced and overall progress in each subject. You will also be invited to a termly review meeting with your pupil's tutor. Parents are always welcome to request further meetings with tutors should they wish.

We hope that this will provide more opportunities for you to receive updates on your son or daughter's academic progress during their time at the centre and welcome any feedback on these changes.

Yours sincerely,

Emma Wood

Assistant Headteacher: Pedagogy, Progress and Curriculum

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