

06 February 2012

Dear Parents/Carers

Year 11 - Parent / Teacher Consultation Afternoon

At our College we value the opportunity to meet with parents to discuss student progress. Effective communication is a valuable tool in helping students to reach their potential. The allocated time for YEAR 11 is approaching, details are:-

Date: Thursday 23rd February 2012
Time: 1600hrs – 1900hrs
Venue: College Cafe

The purpose of this appointment is to allow you an opportunity to discuss your son/daughter's progress with subject teachers. In preparation for your visit it would be useful for you to be familiar with the most recent report, which was sent home on 27th January, and to have looked through their work in advance of your meeting. Teachers will be able to identify your child's strengths together with areas where improvement can be made. They will also be able to give you guidance on how you can help in individual subject areas. We expect students to join their parents in these discussions so that they can take on board the help and advice offered.

In order that this time is as profitable as possible we ask that you discuss this opportunity with your child and identify which 6 or 7 subject teachers you would most benefit from seeing, together with the most convenient time for you to visit. Appointments are for 5 minutes each. It is important that students see their teachers to make appointments as soon as possible. The appointment lists are on page 21 of their student planners. Staff will make a note of the time that has been booked. Some staff become booked very quickly so the sooner your son/daughter is able to see their teachers the more likely it is that they will be able to get slots at your preferred time.

This is a critical time, in which students have the opportunity to assess what they should be doing to achieve success in their GCSEs and BTecs. The chance to have one-to-one discussions with subject teachers about their work should prove a valuable aid to students, who should be working extremely hard on coursework and exam preparation now.

Tutors will be helping students to be organised but additional monitoring from home will certainly help the process to be more effective. You may wish to make an additional appointment with their personal tutor to discuss pastoral issues if the tutor is available. Mrs Cumberland Year 11 Performance Manager telephone 01276 683539 x 259, c.cumberland@kings-international.co.uk, will also be available.

Please note College will close at 3.25pm instead of 3.35pm on 23rd February to allow time for teachers to set up before their consultations. All buses will depart at the normal scheduled time; members of the Senior Management Team will be on site for supervision.

We look forward to meeting with you.

Yours sincerely



Mrs Carla Cumberland - Performance Manager Yr10/11



Ms H Rushby – Vice Principal