



18 September 2019

Dear Parent/Carer

During the two weeks commencing 23 September, Year 13 students will have their Autumn Review. Each student will have the opportunity to meet with their subject teachers on a one to one basis, to discuss predicted grades, review progress and gain guidance on how to progress. Whilst the meeting is informal, it is a valuable part of the learning process and essential that all students take part. A brief summary of the discussion is completed on the review sheet, which students then share with their Form Tutor, before being forwarded to me. Finally you receive a copy of the review sheet and a copy is placed on file as part of their learning record.

A copy of the review sheet will be sent home with students on Friday 11 October, with a reply slip for you to complete and return, acknowledging receipt of the review. **Please return the reply slip, as this is the only confirmation we have to ensure that you have seen the review.**

Many thanks in anticipation of your continuing support.

Yours sincerely

Stuart Gadd  
**Assistant Headteacher**  
**Director of KS5**