5 March 2019

Dear Parents and Carers

**Year 12 Reports**

I am pleased to inform you that your son/daughter’s Full Report will be published on Progresso from today.

This Report has been designed to be succinct and informative, highlighting the progress your son/daughter is making, their attitude to learning and the quality of their home learning. A key will be provided to clarify the scale in which the report is being quantified.

The Report will also provide an overview of your son/daughter’s attendance which should be 96% or above. Finally, the report will provide a summary of the Rewards and Consequences assigned to your son/daughter this academic year.

In order for your son/daughter to achieve their potential, a collaborative approach between parents/carers and teachers is essential. I would therefore be grateful if you would discuss this report with your son/daughter to identify their achievements and importantly any areas for improvement.

To ensure your reflections are productive please follow the Parent Guidance attached and the guidance below to review the documentation. Further data is available on Progresso:

- Look at your son/daughter’s previous report – discuss subject areas that are going well and those that need to be improved upon.
- Review the targets set on Academic Review Day.
- Look at rewards and consequences – where/how are these being picked up?
- If appropriate establish what can be done to ensure your son/daughter’s attendance is above 96%.

This is 2 of 3 reports you will be issued throughout the year, one per term. We are hopeful that on receiving the final report your son/daughter can reflect on a successful year having meet their subject targets and those set during the Academic Review Day.

Thank you in advance for your continued support.

Yours sincerely

Mr C Eley
Director of Learning KS5

PLEASE NOTE: We are aware that the consequences list does not tally with the consequence numbers shown on the graph. This is currently being investigated. Please see your son/daughter’s Progresso record for accurate consequence information.