

Principal: Richard Spencer



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4 December 2018

Dear Parent/Carer

### **‘Meet The Tutor’ Evening – Tuesday 8 January**

We would like to invite you to a Year 11 ‘Meet the Tutor’ event on Tuesday 8 January 2019. The next tracking data will be sent home on Friday 4 January and the event is an opportunity for you to discuss your child’s progress and forecast grades with the form tutor and determine ways in which support can be provided moving forwards. You will receive a summary sheet from each subject with general information and specific personalised actions to support your child achieve their best. Form tutors will be contacting you by email or phone in the new term to make appointments between 5pm and 6pm.

Some parents will also receive a request to book appointments with subject teachers. These requests will be made if a student’s forecast grade is significantly below the target. These will take place between 3.30pm and 5pm. Please can parents only book these appointments if a request has been sent to you with the reports on 4 January. If you have other concerns, please email your child’s subject teacher or contact me and I will be happy to help.

### **‘Supporting your child through the exams’ Evening – Monday 25 February**

We will also be holding another evening on Monday 25 February for Year 11 parents. The purpose of this will be to explore ways in which you can support your child at home with both revision and any anxieties they may feel around exams. There will be a presentation from the core subjects – English, Mathematics and Science – that will confirm specification content, a breakdown of examinations and their weighting.

I would like to take this opportunity to remind you that UCAS Progress profiles and applications need to be done by Friday 14 December. It is important that this deadline is met by students so that post-16 centres receive their applications on time. Year 11 have been fabulous in the two-week mock examination window and we are proud of the mature way in which they have prepared themselves.

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|-------------------------------|-------------------------|
| UCAS Progress Deadline        | Friday 14 December 2018 |
| TP2 goes home                 | Friday 4 January 2019   |
| Meet the Tutor Evening        | Tuesday 8 January 2019  |
| Supporting your Child Evening | Monday 25 February      |

Should you have any questions about this event, please contact me: [rmustill@elycollege.co.uk](mailto:rmustill@elycollege.co.uk)

Yours faithfully

A handwritten signature in black ink that reads 'R. Mustill'.

Rachael Mustill  
Year 11 Achievement Lead

