

27 September 2019

Dear Parent/Carer

Manor Green School has always been aware that parents' evenings of the kind mainstream schools provide are not realistic options for the majority of our parents. However, we do feel that it is imperative that there is regular communication between home and school, so we have been looking at different ways to introduce structured progress meetings.

With this in mind, we would like to make clear to you that you should now be expecting to be offered a face to face conversation at least once every long term (terms 2, 4 and 6) with your child's teacher, referred to as "progress meetings."

The aims of these meetings are to:

- share information on your child's progress and growth based on what's seen in the classroom AND at home
- learn from each other so both home and school are better informed about students' strengths, needs, behaviours, and learning styles
- discuss issues that may be interfering with students' learning and growth
- discuss enrichment or intervention strategies to support students' learning

The time and place in the school are to be determined between you and the teacher, but you should expect to be offered at least a half hour time slot without interruption.

In a term where an annual review is scheduled we would consider this the progress meeting. Ideally progress meetings will be face to face with the teacher at the school, but we are aware that for some that may be a real challenge, so telephone conversations may be requested as an alternative if you require.

Yours sincerely



Joolz Scarlett
Headteacher