



**2024-2025 SCHEDULE FOR REPORTING TO PARENTS/CARERS**

**UPDATED NOVEMBER 2024**

YEAR GROUP	ANNUAL REVIEW	WRITTEN PROGRESS REPORT	PARENT/TEACHER PROGRESS MEETING	PROGRESS UPDATE
<b>7</b>	MAY/JUNE	MARCH	MAY	TERMLY
<b>8</b>	MARCH/APRIL	JULY	MARCH	
<b>9</b>	JANUARY/FEBRUARY			
<b>10</b>	FEBRUARY/MARCH	APRIL	NOVEMBER	HALF TERMLY
<b>11</b>	NOVEMBER/DECEMBER	JAN		
<b>POST 16</b>	OCTOBER/NOVEMBER			

**ANNUAL REVIEW:** This indicates the month that Annual Reviews will begin for each year group. Some may take place the following month or later in the year if necessary. Dates for Annual Reviews will be provided in advance. Annual reviews are conducted via Microsoft Teams or face to face, just let us know. All paperwork will be sent electronically.

**WRITTEN PROGRESS REPORT:** This is your child’s annual written report, which will outline current progress and areas for further development in each subject, along with a comment from the Pastoral Mentor and the Headteacher or Deputy Headteacher.

**PARENT/TEACHER PROGRESS MEETINGS:** Your child’s Mentor will contact their subject teacher and ask for information on their schoolwork, progress and areas for further development.

**PROGRESS UPDATE:**

- **KEY STAGE 3:** Parents and carers will receive, via email, an update of their child’s progress in each subject.
- **KEY STAGE 4 and POST 16:** Parents and carers will receive, via email, the results of the latest monitoring of progress towards target grades.