

BEAMINSTER SCHOOL

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31st October 2022

Dear Parents and Carers

Academic Monitoring Day Friday 11th November 2022

In common with many other schools, we are always looking for ways to help our students assess their own progress and agree targets for the future with their form Tutors, a process generally known as Academic Monitoring.

Academic Monitoring has been found to make a real contribution to students' success and confidence, not least because they are able to acquire a sense of ownership and control over their time at school.

As you will know, there is little time in a normal school day for this extended assessment and target-setting to take place. Rather than try to squeeze important interviews between individual Tutors and their tutees into a few spare moments, a single day, **Friday 11th November 2022** has been set aside for these interviews to take place. Feedback from last year suggests that your attendance is incredibly valuable and so we would ask parents and carers to attend wherever possible.

Tutors will soon begin discussions with students and start collecting data about attendance and performance from the previous year, as well as thinking about targets for this year, and, as part of this process, we would also recommend that you review the student planner with your child.

During the day all students will have a 15-minute one-to-one interview at an agreed time with their Tutors in their usual tutor bases (unless other arrangements have been made). Tutors and students will review progress, identify goals to be achieved over the coming year and discuss ways the students can reach these goals. Tutors will be able to provide support and guidance based on information they have already gathered.

Students will record these agreed goals in their student planners, and parents and carers are strongly encouraged to discuss them with their children. Each student will also have a document recording the agreed outcomes of the discussions, to ensure continuity from one school year to the next.

On the day, students only need to be in school for the time of their interview, although all students who come into school for these interviews will have a full day's attendance recorded. If you wish your child to attend for the full school day because of transport or other issues, or to complete some private study, there will be supervision for the whole day. A limited canteen service will be provided and normal school transport will be running.

All main school students should attend their interview in **full, smart school uniform** as for a normal school day.

Students need to sign in and have their **student planner checked** in the Hall on arrival, and must also sign out from the Hall when leaving, for fire regulation purposes.

The forthcoming Progress Reports, and targets, are for **parents to review** with their child beforehand, and will give Tutors a starting point for discussions.

The time for each student interview will be negotiated by students with their Tutor, and once agreed students will **record the time of their interview in their planners**.

Academic Monitoring Day also presents an excellent opportunity for students to carry out private study activities at home or at school, and teachers will be providing guidance beforehand as to how these can be best structured.

Student Support staff will be available in the Hall and Mrs Dinsmore (SENCo) and specialist literacy teachers will also be offering consultation times.

We are delighted that the vast majority of our parents and carers are signed up to **ParentMail**, helping us reduce our paper use and postage costs and ensuring that important information is sent direct to your inbox or mobile device, and payments and lunch top-ups can be made electronically. Contact the school office if you are not yet signed up.

The Beaminster School Parent Teacher Association (BSPTA) do a brilliant job of supporting the school by raising money for things that we would not otherwise be able to afford – and are always looking for new helpers. They are now gearing up for the annual **Christmas Fair on Friday 2nd December**. If you are able to support the school and the BSPTA by **bringing in a bottle or some chocolates** on Academic Monitoring Day that would be really appreciated. The BSPTA will have a table in the Hall to accept your donations for their tombola and any donations made after this can be dropped at Reception at any time.

Please feel free to contact your child's Tutor if you have any queries about Academic Monitoring, and I know that we can count on your support for this important activity.

Yours sincerely



Mr K Hales
Headteacher