

PG/aw

6th January 2010

Student Target Setting and Review Day (STAR Day)
Wednesday 27th January (Evening) & Thursday 28th January (Day) 2010

Dear Parent/Carer

I am writing to invite you to this academic year's STAR day. The date of the STAR day consultation period is shown above and I should be grateful if you would complete the reply slip and return it to school by **Wednesday 13th January**.

About the STAR consultation

As well as our Subject Consultation Evenings, which provide parents and students with an opportunity to speak with subject teachers about progress, our STAR Day affords parents and students the opportunity to discuss progress across and beyond the curriculum with form tutors.

The tutor will have information that gives an all-round picture of your son or daughter's progress in school including their current and potential levels or grades. The consultation will last approximately 15 minutes and focus on achievements, progress to date, and next steps for improvement. This consultation time allows for a different conversation to the Subject Consultation Evening, providing parents with an opportunity to meet with their son/daughter's tutor who has a whole view of the child. Additionally, if you have particular issues you would like to discuss, your son/daughter's Year Leader will be available. Before the consultation, we ask you to assist your son/daughter in completing a self assessment exercise that will be taken into the consultation. This will take about 20 minutes. The purpose is to help students to prepare for the STAR conversation.

Appointment times

Please note that you will need to arrive at school **at least 20 minutes before the time of your appointment with the tutor**.

School will finish at 2.20pm on Wednesday 27th January to allow time for preparation and on Thursday 28th January, students will only be required to come into school to accompany their parents for their consultation. If attending on Thursday 28th January, students should wear full school uniform.

As mentioned previously, I would ask you to consider attending on the Thursday for the STAR day, particularly if you attended on the evening last time. There are certainly advantages to doing so, not least the displays and additional support services that will be present on the Thursday.

Parent and Student Session – Thursday 28th ONLY

Information about the session is given below. The session will be repeated throughout the day to fit with your appointment time. If you are interested in attending the session below, please **tick** the box provided when you make your choices on the last page.

Using the Tarporley Learning Gateway

This year we have launched our Learning Gateway, providing an electronic link between school and home. This session provides parents and students with an opportunity to explore how the gateway works as well as discuss its uses and benefits with staff.

Using Tarporley Learning Gateway	SESSION TIMES		
	10.00am – 10.30am	11.30am – 12.00pm	1.30pm – 2.00pm

The following stands will be available throughout the Thursday in the school library.

- **Connexions:** Careers advice for the parents of Year 9 onwards
- **Revision Resources:** Particularly useful to Year 9, Year 11 and 6th Form

In order that we can offer an appointment that suits you best, may I ask that you indicate your **first and second choices**. If you have more than one child at the school, we will try to arrange for your appointments to be as close to one another as possible but we cannot guarantee this, particularly if the slip is returned after the deadline. In order to assist us with this could you please return forms for all family members in one envelope.

Interim Report

You should have received the second interim report at the end of the autumn term containing information about progress over the first term. Another copy of the report will be given to you in the room allocated for the self assessment exercise.

Exit Survey

Your feedback from the previous STAR days has been invaluable and has enabled us to refine our procedures in a number of ways. I would ask that you complete the exit survey so that we can continue to improve our provision. This will be handed to you as you exit the building and pens will be available in the canteen if you wish to complete it whilst taking refreshments.

Please complete the return slip below and return it to the school reception by **Wednesday 13th January**. If you provide us with a **first and second choice** of preferred appointment time we can endeavour to make arrangements that are convenient to you.

We look forward to seeing you at the STAR day.

Yours sincerely



SARAH LEE
Headteacher

