



Dear Parent / Carer,

We wanted to write to you and share with you the scheduled opportunities you have throughout the academic year to visit the school or to receive information about your child's progress. These opportunities may be through a curriculum or parents evening or through an academic report.

Our commitment is that by the end of the academic year you will have either been given information about your child or had an opportunity to engage with teachers and other staff on at least 4 separate occasions throughout the academic year.

This is of course not exclusive and should you have a concern or want to speak to a member of staff about your child in between these times our Raising Standards Leaders and our Pastoral Support Leaders in each year group are always there to have those conversations, please do email them.

Please see below a schedule for communication with parents throughout the academic year:

Term 1 (Sept - Oct)		
Year group	Parental Engagement	Purpose
Yr 7	Curriculum evening Welcome to CPS Meet the form tutor Work showcase	An opportunity to let parents see their child's recent work and get to know tutor/yr 7 team
Yr 8 & 9	Curriculum evening Work showcase Supporting Reading and Numeracy workshops	An opportunity to let parents see their child's recent work. Know how to support child regarding reading and numeracy
Yr 10 & 11	Curriculum evening	An opportunity for parents to see for themselves what we have put in place to help students achieve plus what they can do to help
Yr 12 & 13	Curriculum evening	An opportunity for parents to see for themselves what we have put in place to help students achieve plus what they can do to help

www.cleevepark-tkat.org

Cleeve Park School, Bexley Lane
Sidcup, Kent
DA14 4JN

Tel: 020 8302 6418
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Headteacher: Mrs Alex O'Donnell
Company Registration Number: 7348231



Term 2 (Oct - Dec)		
Year 7 - 10 & 12	Form tutor meeting	Opportunity for tutors to praise or express concerns to parents regarding child's start to the academic year
Yr 11	Y11 Mock Results day	Share results with students. Students have opportunity to call parents to share results
Y11 & 13	Academic Reports	Students receive their mock grade, projected grade, target grade and commitment grade.
Term 3 (Jan - Feb)		
Y7 - 9	Academic Reports	Opportunity for parents to see how their child is performing academically
Y10 & 12	Academic Reports	Opportunity for parents to see how their child is performing academically
Year 13, 11 and 9	Parents Consultation Evening	Opportunity for parents to talk with classroom teacher about progress being made by child in each subject
Term 4 (Feb - April)		
Year 7 and 8	Parents Consultation Evening	Opportunity for parents to talk with classroom teacher about progress being made by child in each subject
Yr 11 & 13	Y11/13 Mack Results day	Share results with students. Students have opportunity to call parents to share results
Y11 & 13	Academic Reports	Child's progress in each curriculum area is available to view through our online system.
Term 5 & 6 (May - July)		

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Year 10 and 12	Parent Consultation Evening	Opportunity for parents to talk with classroom teacher about progress being made by child in each subject
Year 7 - 9	Academic Reports	Opportunity for parents to see how their child is performing academically
Year 10 and 12	Academic Reports	Opportunity for parents to see how their child is performing academically

If you have any further questions about the reporting process please do email rachel.dixon@cleevepark-tkat.org for KS4 enquires and peter.onabanjo@cleevepark-tkat.org for KS3 enquires

Yours faithfully

Mr Onabanjo
Assistant Headteacher(KS3)

and

Mrs Dixon
Assistant Headteacher (KS4)

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