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Whitby
North Yorkshire
YO21 1QA



Normanby Site
Prospect Hill
Whitby
North Yorkshire
YO21 1LA

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30 January 2018

Dear Parent/Carer

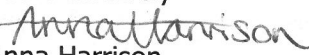
Following our most recent monitoring, you will now be able to access your son/daughter's most recent, predicted and ultimate goals via our ePortal system. We would now like to hold our first round of development discussions for this academic year. This is for parent(s), the student and the base coach to discuss performance and progress towards your son/daughter's ultimate goals and the setting of new personalised goals.

It is important that your son/daughter is present at this meeting to ensure that all stakeholders can have an input in reviewing performance and goals. Ultimately, we expect that this development discussion will enable students to understand their progress and will be conducive to them becoming more independent learners, who can take ownership of their goals. Your son/daughter must bring their logbook to this meeting and your son/daughter's coach will have their recent monitoring data ready to discuss.

Base coaches will aim to arrange development discussions at a favourable time for you. We hope to hold some of these meetings on Thursday 22 February and Thursday 29 March, from 3.40-5.40pm. To help us in our planning over the coming weeks, please can you complete the attached slip to state whether you are able to attend on either of these dates. Please can you also state your preferred days in the event that the development discussion cannot be arranged for one of those dates. The base coach will then contact you to make and confirm these arrangements.

Please can you complete the attached slip and return it to your son/daughter's base coach, no later than Friday 9 February.

Yours sincerely


Anna Harrison
KS3 Director of Learning

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Student's name: **Base Group:**

I would be able to attend a development discussion meeting with my son/daughter on Thursday 22 February **YES/NO**

I would be able to attend a development discussion meeting with my son/daughter on Thursday 29 March **YES/NO**

Alternatively, my preferred days and times to hold a development discussion are (please state in preference order):

Day	Time	Please choose from: During school time, morning During school, afternoon After school, 3.30-4.30pm After school, 4.30-5.30pm
1.		
2.		