



03 October 2017

Dear parents,

**Year 7 Consultation evening for Parents on
Tuesday 31st October between 6.00 p.m. and 9.00 p.m.
in the Ranmore Building**

We would like to invite you to meet your child's tutor for a brief discussion as to how your son/daughter has settled in at the school. This evening will also give you the opportunity to find out more about the school by meeting with SEN staff, Senior Staff, Curriculum leaders, members of the PTA, members of the Trust and also other Year 7 parents.

During the appointment with your child's tutor you will be able to get feedback in *general* terms about how your child is settling into the school. Should you have any other issues about school life you wish to raise, there will be an opportunity to see Mrs Treadwell (Head of Year), Mrs Reed (Pastoral Deputy Headteacher) or me during the evening.

The PTA has invited us to provide sessions entitled 'How Can I Help My Child?' which have proved very popular and successful over several years. Building around the discussion with the tutor, we have planned a series of 15 minute talks from key curriculum areas which include Maths, English, Science, Modern Languages, as well as a session on "Whole School" issues such as 'Tracking pupils' progress'. There will also be information available related to Mobile Phone & Internet e-safety and 'How to support your child's learning by using ICT resources', as well as information regarding SEN & Learning Support programmes. We hope that these presentations and informal sessions will make this event an even more worthwhile evening for parents by gaining a wider understanding of some educational matters at an early stage in your child's time at the school. The talks are designed to give an overview of what will be covered in the Year 7 Curriculum and how you can help your child in these subjects. These talks will be repeated throughout the evening to enable as many parents as possible to attend them.

Mobile Phone & Internet e-safety (informal drop-in): as there are an increasing number of Year 7 pupils who use smartphones (as well as the Internet in general), we think it important to raise awareness of some of the e-safety issues concerning this technology.

ICT Learning Resources (informal drop-in): You will also have the opportunity to access ICT resources to see how you can further support your child's learning throughout their time at the school.

Extra-curricular activities: we hope that your son/daughter has taken part in one of our many extra-curricular opportunities but if you think that your child needs some encouragement to get involved, please speak to your child's tutor in the first instance.

SEN & Learning Support: During the Summer Term, we gathered information from the many feeder primary schools about all the pupils and in particular those with Special Educational Needs, and we have shared key points with teaching staff. Since the pupils started at the school in September, we have undertaken a programme of observation and



Headteacher: D. J. Blow, M.A.
Ashcombe Road, Dorking, Surrey RH4 1LY
Tel: 01306 886312 Fax: 01306 742537
www.ashcombe.surrey.sch.uk
info@ashcombe.surrey.sch.uk



INVESTOR IN PEOPLE



SURREY
COUNTY COUNCIL

testing so that we can gain a balanced picture of all the pupils, recognising that the transition is both an opportunity and a challenge. We have tried to ensure through this process that all pupils who require support will be receiving the appropriate intervention during the year. If there are SEN issues that you would like to discuss, e.g. possible literacy or numeracy interventions, please arrange a meeting with a member of the SEN Dept. by ticking the appropriate box on the reply slip.

The programme of talks which will be suggested is entirely optional but, in order to prepare our resources and rooming adequately, we would appreciate some indication of your intentions on the slip, which you then return to the school. We hope that parents will understand that we cannot 'tailor' the evening to individual needs and so we suggest that if parents have particular concerns in one subject area, or wish to speak to subject teachers, this can be arranged for another time.

Members of the PTA and Trust will be present to provide more information about how they support the school community and ways in which you can help.

Appointments: Please indicate on the attached reply slip:

- a) your attendance
- b) the most convenient appointment time
- c) if you would like a Special Educational Needs appointment

On receipt of this slip, your child's tutor will then allocate an **actual appointment time** and you will receive an appointment slip via the tutor, outlining a suggested schedule for the evening. These will be suggestions and we leave it to you whether you take them up or not!

As you will appreciate there are 30 pupils in each tutor group; therefore only **5 minute interviews** are possible if the Tutor is to meet all parents. Should you need to have a longer conversation with the Tutor or member of the Special Needs Team, may I suggest a separate appointment be made during the evening. Could I please ask that times be adhered to in order to avoid some parents, in the latter part of the evening, having to wait for a long period beyond their appointment time.

Refreshments will be available during the evening. Parking is available in Ranmore Car Park or on the Bradley Tennis Courts, adjacent to the A24. Please complete the slip and return it no later than **Wednesday 11th October. We will do our best to meet preferences for the tutor appointment.**

We look forward to meeting you.

Yours sincerely,

Mr J. Simmonds
Head of Lower School

**Please complete and return to Mrs Treadwell via Pupil Services Desk no later than
Wednesday 11th October**

**YEAR 7 CONSULTATION EVENING
ON TUESDAY 31ST OCTOBER**

Name of Pupil: Tutor Group:.....

1. I am/we are able/unable to attend the consultation evening on Tuesday 31st October

2. I/we wish to attend the Curriculum Talks for: (tick as applicable)

English and Science	[]
Maths and Modern Languages	[]
Tracking pupil progress	[]

3. I/we would like an appointment to be made with my son/daughter's tutor.

There will be talks early in the evening and so you could opt for a 'middle time' and attend at least one curriculum talk before your tutor appointment.

Please tick against applicable time:-

Early:	6.00 p.m.	-	7.00 p.m.	[]
Middle:	7.05 p.m.	-	8.00 p.m.	[]
Late:	8.05 p.m.	-	9.00 p.m.	[]

I do not mind when the appointment time is, as I intend to be at the school between 6.00pm and 9.00pm, attending the Curriculum talks []

4. I/we wish to see a member of the Special Needs Team []

Signed (parent):

Date:

For school use: Date reply received: