

# St. John's C of E Primary School

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9<sup>th</sup> October 2019

Years 1-6

## Improvements to Parents' Evenings & Reports

I am writing to outline some improvements that we are making to the parents' evenings and annual reports. Following feedback from parents and through discussion with staff at school, we have decided to adjust the format slightly so that what we do has greater impact on children's learning overall.

At present, the 2 parents' evenings do provide an opportunity for teachers to talk with parents about their child's learning and their next steps. While these meetings are supportive, parents often feel there isn't enough time and the format results in a conversation that excludes the very person at the centre of the discussion – your child! Similarly with the annual report, these currently take a huge amount of time and while it is important to keep parents informed, they often add little extra to your child's learning. This should surely be our main priority, a priority recognised also by the DfE in its [Workload Challenge](#).

What follows is an outline of the changes for this year, we would welcome any feedback that you have and will review and adapt for next year if necessary.

### Parents' Evenings

We will have **three** parents' evenings a year. While the first remains largely unchanged, both others will involve your child in the discussion. Your child is the focus of all we do and therefore we feel it is only right that they should be fully involved in any discussion about their learning. If you were to have any specific issues you wish to raise without your child present, then these could always be discussed outside of the meeting or your child could step outside for a moment to allow this conversation to take place. The additional 3<sup>rd</sup> parents' evening provides another opportunity for all 3 parties to review and discuss your child's learning and will replace the need to write down much of this important feedback. In summary, parents' evenings will be at the following times:

Time	Format
End of Term 1	This will be a settling in discussion and a sharing of viewpoints in a 10 minute appointment.
End of Term 3	This will be a <b>15-20 minute</b> appointment with parents/carers and <b>your child</b> . There will be a strong focus on achievements so far and goals for the year and how all 3 parties can work together to achieve these. Teachers will provide you and your child with a written target for reading, writing and maths, but this will be very much a collaborative discussion involving your child fully in their learning.
Start of Term 6	This will be a 10 minute appointment with parents/carers and <b>your child</b> . The focus is on looking back and celebrating the achievements over the year and considering what the next steps are for the final term before commencing the next year.

## Annual Report

One of the main drivers for changing the report is to enable teachers to focus their time and energy on planning and delivering excellent lessons for your child. However, feedback from parents recognises the value of the personal comment in capturing your child as an individual person and learner. It is something that you (and in fact the teachers) would really like to retain and will therefore be included as the main written element in the end of year report. In addition to attendance data, you will receive final assessment information that will indicate where your child is attaining compared to age related expectations in reading, writing and maths. This report will come out in early July as previously. There will also be an overview of the curriculum that has been taught over the course of the academic year.

Attached to the email is the letter about the first parents' evening at the end of this term, please do read this carefully and book your appointment for the end of this term.

We hope that the changes we have made will be a positive step in working in closer partnership with you as parents and carers to improve outcomes for your child. We would really welcome your feedback and will provide opportunities for this later in the year. If you have any questions then please do get in touch.

Kind regards

Mr. Justin Hoye  
Headteacher