



17th November 2023

Dear Parent/Carer

Tutor Review Meetings and Early School Closure - Sixth Form

I am writing to let you know about the tutor review meetings that will take place for students in Years 12/13 from Monday 20th November until the end of the year. Tutor review meetings are an opportunity for parents to have a conversation with their child's tutor to discuss their **pastoral development** and set agreed targets for the year ahead. This is different to the subject based parents' evening where parents will have the opportunity to speak to their child's subject teachers about their progress in their subjects. Year 12/13 tutors will contact you to arrange a time for your meeting.

In Years 12/13 the focus of these meetings will be around how students are dealing with the work demand of A level courses, how they are managing their time and independent study, their engagement in co-curricular activities and their aspirations for future courses and work experience. In Year 13 this will also involve a conversation about the progress of any UCAS application.

The meetings will also happen with parents of other year groups on the dates below. In order for these to happen **there will be an early school closure of 1.55pm for all year groups** on these dates.

Date
Wednesday 22 nd November 2023
Thursday 30 th November 2023
Tuesday 9 th January 2024
Thursday 1 st February 2024

If you have any questions, please do not hesitate to contact the Data and Exams Team on 01246 568115 or via email: dataandexams@brookfieldcs.org.uk

Yours faithfully

Mr M Robinson
Deputy Headteacher