



Registered Address: Canford Heath Infant School, Learoyd Road, Poole, BH17 8PJ
Telephone: 01202 380015 Email: contact@teachpoole.com
Company Number: 09484306

Friday 22nd September 2023

Dear Parents/Carers,

I am writing to advise you of some changes we will be making to the way that we report your child's achievements to you, as parents/carers, throughout the course of the academic year.

As most of you are aware, we hold our first parents' consultation evening in the last week of October just before the half term holiday. We designate two dates and times for you to meet with your child's new teacher through a face to face meeting in school. This allows you to find out how your child has settled in and to have a proper chat with the teacher.

Following a review of our processes and from looking at the content of our academic year, we have made the decision to send home our annual school reports in the spring term from now on, instead of at the end of the school year. This year, they will be sent home to you on 28th March 2024.

When we reviewed the year, we had to recognise that these annual reports take an enormous amount of time and care to prepare in an already extremely busy summer term. We also feel that parents and carers will benefit from receiving a written report which will detail the areas that your child will need to work on for the rest of the academic year, so this will be more helpful. We will still send out any results from statutory tests, and an attendance summary at the end of the school year.

As a result of this change, we have moved the spring term parent/carer consultation meetings from the spring term to the summer term, and will meet with parents and carers face to face in the summer term on the 9th and 10th of July 2024. This will give you an opportunity to discuss your child with their teacher, who will have had them for the whole year, before the school ends for the summer holidays.

We have spent a considerable amount of time discussing the best way forward with this for the whole school community and really hope that everyone will see the benefits to these changes.

If you have any questions, please do not hesitate to contact your child's school.

Yours faithfully

Mrs Kate Carter
Chief Executive Officer



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Canford Heath Infant School

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Ad Astra Infant School

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