**HOY 11**

**School Name: (School Name)**

**School Email: (School email)**

Dear Sir/Madam,

**(Forename) (SURNAME)** has applied to study A levels at our school. Please would you fill in the following reference and add any further comments to advise us on the suitability of (**Forename)’s** studying an advanced level course.

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| **Academic Progress** | | |
| **GCSE Subject** | **Mock exam grade** | **Predicted grade based on current performance** |
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| **Personal Qualities** | | | | | |
|  | **Outstanding** | **Very good** | **Above average** | **Average** | **Poor** |
| **General conduct** |  |  |  |  |  |
| **Academic ability** |  |  |  |  |  |
| **Honesty** |  |  |  |  |  |
| **Reliability** |  |  |  |  |  |
| **Punctuality** |  |  |  |  |  |
| **Attendance** |  |  |  |  |  |
| **Overall assessment** |  |  |  |  |  |

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| --- | --- |
| **General Comments** | |
|  | |
| **Signed:…………………………………………………………..** | **Position: ……………………………………………………….** |

**Heads of Years are welcome to return this form via email to** [admissions@twyford.ealing.sch.uk](mailto:admissions@twyford.ealing.sch.uk) **by Friday 20th January 2023.** We greatly appreciate your assistance.