



# WEST HILL SCHOOL

*Aiming High Since 1927*

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22<sup>nd</sup> June 2020

Dear Parent/Carer,

Firstly, we would like to thank you for facilitating your son's virtual meeting last week. The Year 10 team were really pleased to see so many boys and check-in on their wellbeing and learning.

We are now writing to confirm the arrangements for next week, and to give you some detail on our longer term plans for learning.

## **Second meeting**

This week your son should be completing his assessment pack. Next week, your son is expected to attend his second face-to-face meeting with his Form Tutor on site and return his assessment pack.

**The date and time of your son's meeting is detailed on his Feedback Report. This will also be emailed to you and your son as a reminder.**

For his face-to-face meeting during week beginning Monday 29th June, your son must:

- Be in full school uniform and arrive at school 5 minutes before his appointment time.
- Enter and depart the school site via the front driveway, nearest the Hewitt Building.
- Go straight to the Hewitt Building and wait outside for further instructions.
- Follow staff instructions and signage at all times. Any pupil who does not adhere to staff instructions may be asked to leave the school site.
- Leave the school site immediately after his meeting.

The face-to-face meetings will take place in accordance to social distancing guidance. A full risk assessment has been completed to ensure the health and safety of all boys and staff.

Due to social distancing, we are unable to accommodate parents/carers on site on this occasion, should you need to drop your son at school please do so outside of the school grounds. For transport guidance please refer to the Frequently Asked Questions overleaf.

## **Moving forwards**

The purpose of your son's assessment pack is to gather information about his learning since the start of Year 10. His subject teachers will be assessing his progress; identifying his strengths and any gaps that he may have. This evidence-based approach will allow us to plan a bespoke programme of study for when he returns to school in Year 11, minimising the impact of the school closure.

The feedback we received during your son's virtual meeting has enabled us to plan a programme of learning for the remainder of the summer term. In his meeting next week your son will receive a learning pack that details how his individual learning needs will be addressed across core subjects. We believe our current provision of individual face-to-face sessions and continued home learning is the safest option for your son in the current circumstances.

Thank you again for your continued support. We look forward to welcoming your son into school next week. Please refer to the Frequently Asked Questions overleaf and check the school twitter account for further updates.

Yours sincerely,

Mr A Owens  
Headteacher

Mrs A L Barton  
Head of Year 10



## **Frequently Asked Questions**

### **How will my son's appointment be issued?**

Your son's appointment will be issued via the school booking system. This is the same system that is used for Parent Consultation Evening. In addition your son will receive an email with his appointment time. All meetings will be held in the Hewitt Building and will last no longer than 20 minutes.

### **What is the purpose of the second meeting?**

We want to make sure that any issues raised during the virtual meeting have been rectified. Your son will be able to speak to his Form Tutor about any other concerns and get support if needed. Your son should return his assessment pack during this meeting.

### **How should my son travel to school?**

If possible your son should walk or cycle to school. The bike sheds will be open for storage if required. If your son is travelling to school by public transport please refer to the latest Government guidance. If you are dropping your son off for his appointment please do so outside of the school grounds.

### **What is in the learning pack?**

The pack includes learning guides and materials for English, Maths and Science. These materials should be used for the remaining school weeks up until 17<sup>th</sup> July. All other subject tasks will continue to be set using the VLE. If your son wishes to continue working into the summer holiday he will be able to do so using the learning pack and the VLE.

### **Can I attend the meeting with my son?**

Due to social distancing, we are unable to accommodate parents/carers on site on this occasion. If you have any concerns that you wish to raise please email [admin@westhillschool.co.uk](mailto:admin@westhillschool.co.uk) who will direct your email to the appropriate member of staff.