



8 November 2016

Dear Parent/Guardian

Formal Reporting Process Review

Maiden Erlegh Trust is currently reviewing our reporting arrangements to ensure the reports we provide serve students, parents and staff appropriately. About five years ago the Trust introduced half termly data reports which allowed us to provide information to parents outside the traditional written report. These have been very well received and mean that parents and students receive regular formal updates on progress throughout the year. Whilst we have amended our reports slightly since then, and added the student selected target setting, we believe that it is timely to review the format and frequency of reports.

As part of our review, we are determined to:

- continue providing parents and students with regular feedback on their progress and predicted outcomes.
- continue providing parents and students with regular feedback on their strengths and areas for improvement in terms of their behaviour for learning.
- have a programme of reports which reflects the Trust's changes in communication and is efficient and manageable for staff.

The last point is important. As I am sure you appreciate, high quality teaching is a complex balance of many activities, one of which is providing regular feedback to students (and parents) about the quality and impact of learning. This is done in many ways: during lessons, on selected pieces of work and in school reports. Given the wealth of feedback that students now receive, we believe it is timely to review the frequency and format of reports.

We are looking for a number of parents to act as a focus group to help us determine what our final new reports might look like. The focus group will meet on Wednesday 30 November at 6pm at Maiden Erlegh School in Reading. If you would like to attend the session on 30 November at Maiden Erlegh School in Reading, please contact Mr A Johnson by 24 November, via the school office: MERoffice@maidenerleghschool.co.uk.

We look forward to hear from you.

Yours sincerely



Mr A Johnson
Deputy Headteacher