

14 September 2022

Dear Parent/Carer,

Following the announcement that Monday 19 September will be a bank holiday due to Queen Elizabeth II's state funeral, **please be aware that school will be closed on that day.**

Further details about how the local community is paying their respects will be found in this Friday's [Isleworthian newsletter](#).

### **Progress and Partnership Day (PPD) – for All Year Groups Friday 14 October 2022**

As part of our commitment to raising achievement and working in partnership with parents/carers to maximise student progress, we hold an annual day where parents/carers can meet their son/ward's tutor. This is to discuss progress over the last academic year and prepare for the year ahead. The information will include recent Attitude to Learning and Independent Learning data for the start of the year. It is not a target-setting day.

On this day, normal lessons will be suspended, and each student, accompanied by their parent(s)/carer(s), will have a ten-minute interview with a member of staff. Remote learning tasks will be set for all students. If students do not attend the meeting, they will not receive an attendance mark for that day.

So we can provide you with a suitable appointment time, we ask that you **please complete the online response form**, sent via email, to indicate the preferred time of day for the interview. If you have multiple children at the school, please follow the instructions on the form.

Whilst we cannot guarantee to meet with you at your preferred time, we will do our best to accommodate your choice. If a preferred time is not indicated by the deadline - **9.00am on Wednesday 21 September** - then a time will be selected for you. We will notify you of the precise time in advance of the interview, via email.

On the day, please arrive at least ten minutes before the interview time and report to the sign-in area in the main hall, where paperwork and additional information will be issued prior to the interview. Students should attend in full school uniform. Please note that that parking locally is difficult during the school day, so we would encourage you to walk, cycle or use public transport. However, we will try and accommodate some visitor cars using the Church Road entrance.

We look forward to seeing you on Friday 14 October.

Yours faithfully,



**Ms J Higginbottom**  
Co-Headteacher