

Thursday 8 January 2015

Dear Parents and Guardians

ASSESSMENT AT UCL ACADEMY: BRIEFING FOR PARENTS OF STUDENTS IN FOUNDATION TO LEVEL 1+

In light of both the curriculum we teach at the Academy, and the removal of the National System of Levels for students in your child's age group, we have re-developed our policy and methods for assessment and for tracking student progress.

You may recall this policy was referred to in our Monitoring Letter from OFSTED in October as follows: "The rigour and consistency at the heart of the new policy is tangible". We have continued to test and validate the policy, and believe now is the best time to introduce it more formally to parents.

Therefore we have prepared the attached **Guide for Parents**. Please take a little time to read it, and talk with your child about the sort of feedback they are receiving under this system.

To extend this introduction for parents who would like more information, we are giving over an SLT Drop-in to this theme on **Monday 12th January from 4.30pm-6.30pm**. Attendance from parents is of course entirely optional. We will break the session into two identical programmes. Parents may select either one.

The purpose of the drop-in is to explain the policy in more detail, and to gather feedback.

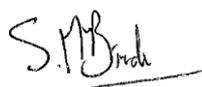
The format of each programme (4.30pm-5.20pm, repeated 5.30pm-6.20pm) of the session will be as follows:

- 10 minutes: Introduction from Vice Principal (10 minutes);
- 10 minutes: Elaboration from Mr Bowen, Assistant Principal for Foundation Level, illustrating a student's profile;
- 10 minutes: Exemplification of the process from a curriculum area;
- 5 minutes: Summary of advantages and areas to monitor;
- 15 minutes: Questions and feedback from parents.

Interim Reports, Autumn 2014: we will send these reports out on Tuesday 13th January. Although they are short and easily digestible, we would rather allow the briefing to happen in advance of sending out reports.

I hope you will find the new policy a clear and useful way to gain feedback on your child's progress.

Yours sincerely,



Mr S McBride
Vice Principal