



### How to use the summary discussion sheet.

#### **At the parents' evening:**

- Teachers will be clear and honest with you about your child's progress so that you get a good picture of how your child is doing at school.
- Ask questions about how you can aid your child and their learning at home. Look at their target grades and compare it to the progress they are currently making.
- Ask the teacher what your child can do to improve their learning further, not only in lesson but at home, and how you can support this journey.
- Are there any revision guides that you can purchase, not only to help your child but yourself to understand areas studied in lessons?

#### **After the event:**

- Go through your notes from the evening and make a list of positive actions your child can take. You might have already agreed some of these with teachers using the parents' evening summary sheet.
- Talk with your child about what was discussed and agreed with the teachers and go through the list of action points together.
- Pin the action list up where you can both see it and discuss your child's progress regularly.
- If you need to, stay in touch with your child's teacher. They will be able to tell you how things progress at school – particularly if they have said your child has had problems in the past.

Remember that the teachers are there to help you, not test you.

#### **Top tips to help your child:**

- Can you check that your child has homework (including inside pockets of blazers).
- Make a weekly plan using the homework timetable on our website to help your child to be more organised and complete homework to the best of their ability.
- Even if your child says they have no homework, insist that they still use their homework time effectively by asking them to explain new learning from lessons.
- Allow them to use the internet to visit educational sites to complete tasks (if available).
- Encourage them to read something.
- Arrange for your child to stay for up to an hour after school so they can access computers in our learning centre, attend homework clubs or access teachers if they misunderstand a piece of homework.



