

THE LATYMER SCHOOL

Founded 1624



HASELBURY ROAD
EDMONTON
LONDON N9 9TN
Tel: 020 8807 4037
Fax: 020 8887 8111

HEADTEACHER

Mark E Garbett MA M.Ed NPQH

e-mail: Office@Latymer.co.uk
Homepage: www.latymer.co.uk

Thursday 12th January 2012

Dear Parents/Carers,

Year 12 Consultation Meeting For Parents and Students – Thursday 9th February 2012

There will be a meeting for parents and students of Year 12 on Thursday 9th February 2012, from 5.00pm to 7.30pm, to enable discussion of your daughter/son's progress with subject staff. We expect all students to attend the meeting with their parents/carers.

These meetings are an important way to help students make progress. Please feel free to ask the following: how your son/daughter is performing in relation to their potential; your daughter/son's strengths and achievements; the areas for development for your son/daughter; how you can help; and whether your daughter/son is happy, settled and behaving well.

To make the best use of time, we offer parents/carers timed appointments, the allocation of which has been computerised. The appointments given are of five minutes duration and we ask your co-operation in keeping to the arranged times. It may be that a longer and deeper interview is necessary. In such cases alternative arrangements should be made at a mutually convenient time. A bell will sound at 7.45pm to signal the end of the consultation evening. Your list of appointments will be given to your son/daughter by Friday 3rd February.

Please complete the attached slip. If you would like an appointment with your daughter/son's Form Tutor please indicate on the reply slip. You will receive a schedule of appointments, which may include an appointment with the Head of Learning (Mr Pashley) or Deputy Head - Sixth Form (Mr Wakefield) if there are any points they particularly want to raise with you. Mr Pashley and Mr Wakefield will have a number of other appointments during the evening and so will be unable to see parents without an appointment. However, should you wish to see Mr Pashley or Mr Wakefield and do not receive an appointment then please contact them by phone at the school number or email at either pas@latymer.co.uk or wke@latymer.co.uk.

We are planning to use both the Great and Small Halls for the consultation meeting. The registration table will be situated by the entrance at the back of the school. Information will be displayed on the registration table.

Please remember that Haselbury Road is a public road. Residents experience a good deal of disruption from Latymer traffic. If coming by car, it would help relations with residents if you could please drive in the North Gate and park in the playground rather than in the road to avoid the risk of blocking residents' drives. In any case, please bear in mind that the entrance for parents' evenings is via the concert entrance door, to the rear of the main building which is accessible from the car park. Access is not available from the North or South entrances or through the main reception. Parents may leave at various times during the evening so please ensure that you do not block in other cars. The car park exit is via the South Gate.

Yours sincerely,

Mark Garbett
Headteacher

Dear Parents/Carers,

We would like to take this opportunity to inform you about our pastoral programme designed to assist your son/daughter in researching their university choices, and to remind you of our key recommendations for your son/daughter's independent study.

The University Applications Process: In December Mr Wakefield led an introductory assembly on applying to university with the aim of encouraging students to begin exploring what they may want to study at university and to research potential courses. This was followed by a lunchtime session led by Dr Juliette Foster, the Admissions Officer at Corpus Christi, Cambridge University outlining the Oxbridge admissions process. We have also advertised a number of schemes, courses and lectures that enable students to get a taste of university teaching and to develop useful skills and understanding. In tutorial time in February there will be a session on our "Course Discover" programme where we will induct students in the use of a current database containing important information on all UK University Courses. This session will raise your son/daughter's awareness in the variety of courses and universities available, and the A-level grade requirements for each course. There is no need for your son/daughter to make a firm decision on the course or university they wish to apply for until next September but it is important that they have started to explore their options. Our programme is designed to raise awareness of available courses and provide students with appropriate research tools, helping them to start the decision making process. A number of students may already be set on their choice of career/university course and we recommend reading around the subject they intend to apply for and researching the course requirements and selection process. They should also attend the relevant subject based society at school and be willing to contribute to discussions. Prospective medics should attempt to arrange work experience such as hospital/GP placements and/or voluntary work with the young or elderly. For all students we strongly recommend attending some university open days to inform their decision making. A less disruptive time for university visits is after AS exams in the summer term - students will be permitted to miss a total of three school days for university open days over the two years in the Sixth Form. Universities can be visited during weekends and specific information about courses is available on-line.

Please note that there will be a Year 12 Parents' UCAS Information Meeting about the UCAS process, our approach/policies and the help that we give to students on Thursday 2nd February 2012 from 7.00pm to 8.30pm in the Great Hall. On Tuesday 28th February there will be an additional Year 12 Parents' Oxbridge Information Evening from 7.00pm to 8.00pm.

Recommendations for independent study: Bright Latymer students can fall into the trap of doing last minute "cram" learning for their AS/A2 level exams if they have experienced success with this method at GCSE. "Cramming" will simply not work at A-level, the volume and depth of material students need to learn is too great. Hence we strongly recommend that students:

- make notes in every lesson where appropriate;
- review the notes/materials from lessons after school on a regular basis, and do so **independently** where homework to that effect has not been set;
- read around each of their subjects **independently**;
- study for roughly three hours per subject per week outside of lesson time;
- use their autumn term progress reports to focus on areas of weakness;
- seek specific advice from their teachers on revision methods / extra resources where appropriate;
- start their revision for AS exams early, and certainly no later than the Easter holidays.

We have been reminding the whole year group of the above on a regular basis, and I hope you will also be willing to encourage your son/daughter with regard to these recommendations and the importance of developing independent study skills for university.

Please do not hesitate to contact me should you require any further information with regard to any aspect of Sixth Form life at Latymer.

Yours sincerely,



Simon Pashley
Head of Learning Year 12



Chris Wakefield
Deputy Headteacher/Head of Sixth Form

Please return this form to the Small Hall collection trays by Tuesday 17th January 2012

Student's Name:	Form:
*I/We shall be able / unable to attend the Parent Consultation Evening on Thursday 9th February	
*I/We would / would not like an appointment with Mr Pashley (Head of Learning Yr 12)	
*I/We would / would not like an appointment with Mr Wakefield (Deputy Headteacher/Head of Sixth Form)	
*I/We would / would not like an appointment with my son/daughter's Form Tutor	
Parent Signature:	Date:

***Please delete as necessary**

Year 12 Parents/Carers: Your view of The Latymer School

This school wishes to evaluate itself by learning from questionnaires such as this one. Similar questionnaires will be addressed to students during the school year.

Please read the following statements and tick the answer which best fits your thoughts about the school since you last completed a questionnaire. Please only tick one box per statement. If you cannot answer leave it blank.

	(Please tick)	Strongly agree	Agree	Disagree	Strongly disagree	Not applicable
1	My child enjoys school					
2	My child feels safe in school					
3	The school keeps me sufficiently informed about my child's progress					
4	My child is making enough progress at this school					
5	The teaching is good at this school					
6	The school helps me to support my child's learning (eg. through parent information evenings, Internet, student support meetings)					
7	The school helps my child to have a healthy lifestyle					
8	The school makes sure that my child is well prepared for the future (for example, changing year group, changing school, options guidance and for children who are finishing school, entering further or higher education, or entering employment)					
9	The school meets my child's particular needs					
10	The school deals effectively with unacceptable behaviour					
11	The school listens to account of my suggestions and concerns					
12	The school is led and managed effectively					
13	Overall, I am happy with my child's experience at this school					
14	If you want to explain any of your answers, or if there is anything else you want the school to be aware of, please give details here.					

If you wish to add any further comments, please use the back of this questionnaire, or write separately to Mr Garbett.

Please do not refer to individual members of staff by name.

Please return your completed form to the box on the registration table
