

19th September 2025

Dear Parent/Carer/Guardian,



Re: Learning Review Day - Wednesday 15th October 2025

This year's Learning Review Day is taking place for students and their parents on **Wednesday 15th October**. The purpose of this day is to provide you with information that will enable you to support your child's progress throughout the 2025/26 academic year and beyond.

Normal lessons will not take place on the day and you will be asked to book an appointment between 8.00am and 5.00pm. You should expect to be in school for approximately 2 hours.

On Learning Review Day, you will have the opportunity to:

- meet with your child's form tutor to discuss how your child is engaging with the school curriculum and strategies to support their learning;
- attend an opportunities fair in order for your child to sign up to one of the many school societies organised for this academic year;
- attend a briefing led by a senior leader;
- complete a school survey;
- meet with other members of school staff such as Miss Dixon (Assistant Head responsible for Student Welfare), Mrs Murphy and Mrs Brennan (Attendance Officers), Dr Smith (SENDCo) or your child's Head of Year. These members of staff will be available in the 'Green Room' in the Sixth Form Centre. *Appointments with these members of staff on Learning Review Day are by invitation only.*

How to book an appointment with your child's tutor:

Appointments will be booked by your child's form tutor. Please complete the Microsoft Form below indicating your preferred tutor meeting time. Please also indicate your second-choice tutor meeting time. Appointments will be allocated on a first come, first served basis. The deadline for submission of the Microsoft Form is **Thursday 25th September 9.00am**.

Please note, for each one hour tutor appointment, there will be up to 6 parents/carers/guardians and their child. During the tutor appointment, you will have the opportunity to:

- discuss important curriculum choices that affect your child this academic year and how the school will support your child to thrive intrapersonally, interpersonally, societally and globally;
- discuss how your child is engaging with the school curriculum this academic year **including a five-minute individual discussion with your child's tutor**;
- see your child's academic work including their exercise books.

Your Learning Review Day Itinerary:

The timings for your visit are based on the pre-booked tutor appointments you make via the form tutor. **The form tutor appointment is the only event for which a pre-booked appointment is required.** Please use the examples below to help you plan your time with us.

Additionally, you are invited to a brief session led by a senior leader to learn more about our school's curriculum and key development priorities. These briefings will take place at the following times: 8:00am, 9:00am, 10:30am, 11:30am, 1:30pm, 2:30pm and 3:30pm.

Learning Review Day Tutor Appointment Booking Form 2025-26



Upton Court Grammar School is part of the Pioneer Educational Trust. Pioneer Educational Trust is a charitable company limited by guarantee and registered in England and Wales with Company Number 7462530. The Registered Office is at Foxborough Primary School, Common Road, Langley, Slough SL3 8TX

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Example 1:

Time	Activity	Where
10.00am	Arrive and collect your information pack	Restaurant
10:05am	Meet with Welfare Team (<i>by invitation only</i>)	Green Room
10:30am	SLT briefing	Sixth Form Square
10.45am	Opportunities fair	Main Hall
11.30am	Tutor appointment	Tutor Room
12.30pm	Finish	

Example 2:

Time	Activity	Where
2.15pm	Arrive and collect your information pack	Restaurant
2.30pm	Tutor appointment	Tutor Room
3:30pm	SLT briefing	Sixth Form Square
3.45pm	Opportunities fair	Main Hall
4.15pm	Finish	

On arrival to school, please collect an information pack from the Restaurant. This pack will contain:

- a welcome letter from the Headteacher, Mr King;
- an evaluation sheet for Learning Review Day.

We take communication with parents/carers/guardians incredibly seriously and we look forward to working with you to ensure that together we can provide the best support for your child to ensure they achieve their academic and personal aspirations.

Yours faithfully,

A. Smith

Dr A. Smith
Assistant Headteacher and SENDCo