



MEDEN SCHOOL
Parents Evenings
Guidance & Information

Partnership = Student Success

At Meden School we believe that Parent & Teacher Partnership is crucial to students' success. Partnership Three Cs are:

- **Communication:** Frequent, two-way communication between school and home is important to ensure your child is successful in their studies and in school life.
- **Consistency:** A consistent message is given by school and parents so that students know we are working together to support them.
- **Collaboration:** A collaborative and cooperative partnership that involves planning to develop specific, positive strategies to help students achieve their highest potential.

At Meden we believe when school and parents work together, our students, your children do better in their academic achievement. By sharing information about your child and asking questions about their learning, you are strengthening your partnership with your child's teacher. This will ultimately help us to help your child.



Parents Evenings with Purpose

The purpose of parents' evenings is for you to meet your child's teachers and to check that everyone understands the progress your child is making: their strengths and areas for improvement. Teachers will refer to reports and assessments and some parents find it helpful to have access to them on or before the evening via the My Child at School App and website.

We actively encourage students to attend these meetings with their parents so that all parties hear the same messages. Students do not have to wear school uniform. In order that these evenings run smoothly, we have put together some information and guidance which we hope will help.



Information about Parents Evenings at Meden

Appointments are made by parents online, a separate letter will be sent to you explaining how to make appointments. Slots during peak times (5pm to 6pm) tend to go first so please book early.

When you arrive, please sign in at reception where a Meden member of staff will greet you. On arrival you will be given a plan of the rooms for the evening, telling you where staff are located along with a short guide that includes example questions you could ask.

Each slot is 5 minutes long which allows for about a three – four minutes discussion and then some travel time. We have asked staff to stick to these times. We recommend you leave a gap of 5 minutes between each appointment so that you have time to move from one room to another. If you feel you need a longer appointment, it may be more appropriate to make one, at another time separate to the Parents' Evening.

We would ask you to understand that if you have not made an appointment with a teacher or miss an appointment time, it may not be possible to "slot" you in as this is often a reason for timings going adrift. If you arrive late, please go to the next full appointment. Member of the senior leadership team, including the SENCO will be available on a drop in basis between subject appointments. Whilst all staff are expected to attend parents' evenings we would ask you to understand that sometimes members of staff are unavoidably absent. In this case, their name will be listed at the entrance. Parents can contact these members of staff through the school email if they wish to arrange a telephone or face-to-face appointment.

Before the parents evening ask your child about how each subject is going. This gives you some points to raise with the teacher. Once you've sat down with each teacher, it's useful to see if your child's sense of how they're doing matches their teacher's. Please see overleaf for example questions to ask teachers during your appointments.



Questions to Ask Teachers

Each slot is 5 minutes long which allows for about a three – four minutes discussion and then some travel time. Here are some potential questions you could ask your child's teacher to help focus your time with them:

- **What is my child currently learning?**
- **What's my child's attitude to learning and how can it be improved?**
- **Are they achieving well and what can they do to be successful?**
- **Do they contribute to class discussions?**
- **Are they doing enough homework?**
- **What can I do to help keep them on track?**

Thank You

We are always pleased by how many parents attend parents' evenings and we should like to thank you for your support. We hope that by following this guidance, the evenings can run efficiently. If you have any further queries about your child's Parents' Evening, please contact their tutor.



ASPIRATION



EXCELLENCE



ACHIEVE