Mintlaw Primary School – Draft: Improved Reporting to Parents Calendar

	Parent Meetings	Pupil presentations	Parent Information/	Feedback, individual	Written reports	OTHER	
		(indiv/group)	Open sessions	meetings			
TERM 1	Direct contact with parents where any concerns arise  Parent consultation meetings	Each class shares their learning through an Assembly at some point in the year, the parents are then welcome back to the class to continue to	Improved Reporting to Parents Information Meeting  ALEC Bus parent session (at some point in the session)	Achievement Books Target Books Parent Comment Sheet IEP Meetings Review Meetings Multi Agency		Class Newsletter Whole school sponsored event – Olympic Athlete	Ongoing  Nursery Weekly plan on display  Monthly Whole School Newsletter  School website
TERM 2	Nursery Prestart Inductions	share their child's learning.  Opportunities for individuals and groups to	P7 residential trip info session P1 Weekly Parent Helpers re games etc Terms 2-4	Meetings  Open Door policy; parents can raise concerns with class teachers or SMT at any point		Class Newsletter P1-3 Enterprise project P4-7 Christmas Show	Facebook Page  Opportunities for parent helpers on trips, Friday Helpers, Eco-Parent group,
TERM 3		present at the Christmas, Easter and Leavers Assemblies	Nursery Stay and Play	Similarly staff will make contact directly with parents/ carers		Class Newsletter P7 Parent transition meeting	cycling etc  Community  events
TERM 4	Parent consultation meetings  New P1 induction meeting  Nursery Prestart Inductions  P7 Induction for transition to Mintlaw Academy	Burns assembly and open afternoon	P1 parent info sessions (curricular focus) Learning Packs for P1 Transition	where any concerns arise in school Individual meetings with SfL staff	Written Report P1-7	Class Newsletter  Sports Day Buchan Athletics P5-7  Prize Giving - Celebration of Achievements	