

Mintlaw Primary School – Reporting to Parents Calendar

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