



Billingshurst Primary Academy

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Dear Parents/Carers,

Restructuring of Parent Meetings - 2025

As part of our ongoing school developments, we are excited to introduce a revised structure for our parent meetings and reports in 2025. We believe that the new structure outlined below will allow us to provide more targeted and purposeful communication with you about your child's progress, attainment and next steps. It will also provide an opportunity for your child to be more involved in talking about their progress and achievements.

Children in Years 1-5

Spring Term:

- Parents will receive a formal **progress report** outlining their child's progress and strengths across the curriculum, with a particular focus on key areas of reading, writing, and mathematics.
- The report will also include **next steps** for learning and practical suggestions on how parents can support their child for the rest of the year.
- Should you have any queries from the written report, you can arrange a meeting with your child's teacher to discuss this.

Summer Term:

- **Face-to-face meeting** with parents, where the children themselves will be involved in discussing their learning and progress over the year and their involvement in the wider school community.
- The meeting will also include a **discussion about transition**, preparing children for the next year group.
- A results and target card detailing end of year attainment and attendance will include statutory assessments where appropriate.

Children in EYFS (Early Years Foundation Stage)

Spring Term:

- A **face-to-face parent meeting (26th & 27th March)**: Parents and children will be invited to attend a meeting to discuss **progress to date**. This is an important stage in the year to ensure parents have a clear understanding of their child's development and how they can support them further at home.

End of Year:

- A formal **end of year report** will be sent home, summarising progress and outcomes against the EYFS curriculum.



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Children in Year 6

Spring Term:

- A **face-to-face parent meeting (26th & 27th March)**: Parents and children will be invited to attend a meeting where the class teacher will discuss their progress (including mock SATs results) and give an indication of probable outcomes for the official SATs in May.
- The meeting will also focus on the support and strategies in place to help your child prepare for the official SATs.

End of Year:

- A **written report** will be sent home after the official SATs results, detailing the child's performance and progress throughout the year.

SEND EHCP/EHCNA

Spring Term:

- A **face-to-face parent meeting** : In addition to the above, parents and carers of children who have an EHCNA or an EHCP can make an appointment with one of our SENDCos, Katie Towner and Theresa Alford, to discuss their child's progress. Parents and carers in EYFS, Yr 1, 2 & 3 can meet with Katie Towner on Wednesday 26th March. Parents and carers in Yrs 4, 5 & 6 can meet with Theresa Alford on Thursday 27th March .

We believe these changes will offer more purposeful and impactful support for both children and parents. By involving children in discussions about their learning and progress, we aim to strengthen communication and collaboration between home and school. We also encourage parents to contact your child's class teacher at any point during the school year should you wish to discuss any aspect of your child's school experience.

If you have any questions or feedback about these changes, please contact us.

Yours sincerely,



Marion Ley
Headteacher
Billingshurst Primary Academy



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