

The
COUNTY
HIGH SCHOOL
Leftwich



CONSULTATION DAY

February 2009

Improving My Learning

Name: _____

Tutor Group: _____

Consultation Day is on February 6th 2009. On that day you will only be expected to attend school, with your parents, for the Consultation Day interview. This is a very important event in the school year.

This booklet is designed to help you to:

- prepare for Consultation Day
- be at your best on the day
- follow up

and so improve your learning.

WHAT WILL HAPPEN ON CONSULTATION DAY?

Together with your parents you will meet with your tutor to consider:

1) Your progress in the first half of the year

You will receive your progress report before the meeting and so you will know exactly how you are doing against your targets. Your subject teachers will give you brief focused guidance on what you need to do to improve.

You need to think about their advice and also what you know about your attendance, organisation, effort and your behaviour in each subject.

2) Your successes

You will have the chance to share with your parents and tutor things you are proud to have achieved this year - in class, out of lessons, out of school.

3) Your targets to help you to do even better in the second half of the year

You will bring to the meeting THREE draft targets, three 'next steps'. These will be discussed and may be modified; you, your parents and your tutor will agree the targets and sign to show this.

You will review your targets with your tutor next term to see if you are managing these next steps and if they are working so that your learning is improving.

PREPARING

Progress1

SUBJECT	TARGET GRADE/LEVEL	CURRENT PERFORMANCE

Progress 2

Over the next pages consider some of the things which are affecting your progress: attendance, organisation, effort and behaviour.

Attendance

My overall attendance is: %

Organisation - how organised am I?

Place a tick (✓) in the box that most accurately describes you.

Do I	ALWAYS	SOMETIMES	NEVER
bring a pen, pencil and a ruler to school every day?			
bring all the correct exercise books & equipment to each lesson?			
wear the correct uniform?			
ensure that my planner is signed every week by my parent/guardian?			
attend all my lessons on time			
write my homework in my planner?			
complete all my homework on time?			

EFFORT - how hard do I try?

Read the effort grade criteria on page 6. Place 1,2,3 or 4 in the boxes to show how hard you think you have tried this year.

C = Class Work, H = Homework, B = Behaviour

Subject	C	H	B
ECM			
English			
Maths			
Science			
Art			
French/Spanish			
History			
Geography			
RS			
Music			
PE			
Design Technology			
ICT			

EFFORT GRADE	C (Class Work)	H (Homework)	B (Behaviour)
1	I always complete work to high standard and regularly attempt extension.	I work to the highest Standard I always complete on time.	I am always polite and follow instructions first time.
2	I work with care and accuracy and sometimes attempt extension.	I usually complete to high standard, usually hand in work on time.	I generally follow instruction and I am considerate to others.
3	I could and should make some improvements	I could make some improvements. My work is late on a number of occasions.	I am sometimes negative towards others and cause some disruption.
4	I rarely complete work on a regular basis.	I rarely complete homework or I complete to a poor standard.	I am often negative and often cause disruption.

Behaviour

Place a tick (✓) in the box that most accurately describes you.

Do I	ALWAYS	SOMETIMES	NEVER
follow instructions from staff first time?			
speak to staff politely?			
allow other pupils to get on with their work.			
show consideration towards staff and pupils?			
respect my environment? eg. I do not graffiti or damage school property.			

ACHIEVEMENTS

Use these spaces to write down your achievements. These may include a piece of work or a project that you are really proud of, an excellent test result, a sporting achievement or a new skill that you have learned. Don't forget those after-school activities and those clubs you attend outside school.

This term I have successfully taken part in:

1)

2)

3)

What have you done to make yourself proud? This could be a project, performance, presentation, a grade or level that you have achieved, a sporting achievement, a certificate or a letter you have received.

I have achieved my best test result in:

.....

I have also done well in:

.....

TARGETS

Think about how you have done in the first half of the year. Consider: your progress report, your achievements, your attendance, organisation, effort and behaviour. How can you do even better in the second half of the year?

To focus your thoughts, try to come up with three targets which, when you meet them, will improve your learning.

You might like to think of:

- something you are doing really well: identify it and ensure you continue it. eg. I will continue to complete all my coursework/homework fully and hand it in on time.
- something you do well in one subject, but perhaps not so well in other. Supposing you plan your work carefully in History making sure that each section answers the question and follows on from the previous section, but you do not do this in English or Geography or Science then your target might be: eg. I will plan and order my work so that every part of it answers the question.
- something you know you don't do well and so must change. eg. I will improve my concentration in English by making sure I sit with people who will be doing their work.

These are just examples. Your tutor will help you to think of the best targets for you.

Write them down on the next page.

You will then need to make a copy of the targets to take home to show your parents. Bring this copy on Consultation Day. Your tutor will bring this booklet to the meeting.

CONSULTATION DAY TARGETS

1st Agreed Target:

2nd Agreed Target:

3rd Agreed target:

Targets agreed by:

_____ Pupil
_____ Parent/Carer
_____ Tutor

These targets will be reviewed early in the Summer Term

Review:

_____ Pupil
_____ Parent/Carer
_____ Tutor

On Consultation Day

- Check the time of your appointment
- Come in full school uniform.
- Bring: a) The copy of your draft targets
b) Your progress report
c) A pen
- Arrive at least five minutes before your appointment