

Re: progress update

Dear Parent/ Carer,

Please find enclosed a copy of your son/ daughter's progress report.

We recognise the importance of keeping you fully informed and the need for us to work together to ensure the best possible outcomes for all of our students. The attached report provides you details of your son/ daughter's UTC targets for each subject, their current tracking towards these targets, attendance data and professional conduct.

Year 10 students are currently sitting internal examinations and we will use these results to provide you with a further update at the end of the term. If you have any queries or concerns please do not hesitate to contact your son/ daughter's form tutor (indicated on the interim report).

I would like to take the opportunity to remind you that the UTC has a planned INSET day on Friday 21st December 2018 and therefore the last day of term for students will be Thursday 20th December 2018.

We are in the process of finalising end of term activities for students and will provide details of this nearer the time.

Thank you for your continued support.

Yours faithfully



E Delahunt
Head of College