

**PARENT RESPONSE FORM**

Dear Parent

Name of Student:       Form:

We hope that you have found this report informative. Please use the information provided to discuss with your son or daughter the progress they are making and how best to improve their achievement. Parental involvement in the learning process is crucial if students are to reach their full potential.

Please use the space below to outline what your son or daughter is going to do in the future to make progress to achieve their targets.

This form needs to be returned to your son or daughter’s form tutor on receipt of the report. Failure to do so will result in your son or daughter being sanctioned until the form is returned. This is to ensure that all students deliver the reports promptly.

Thank you for your help.

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| What aspects of your son/daughter’s progress do you find pleasing?      |
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| How is your son or daughter going to improve their achievement?      |
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Parent Signature:       Date: