



Head Teacher  
Julie Calder

Depute Head Teachers  
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31 January 2019

Dear Parent/Carer

We have now reached the end of our preliminary exam programme and our attention now turns to the next steps – helping our young people build on their performance so that they are in the best possible position for their full exams in May.

It is important to us that we also work closely with both pupils and their families to identify pupils' individual needs and subsequently build a bespoke exam preparation plan for each pupil. These next steps will include:

#### *Phone calls home*

*Heads of Department will contact parents/carers, if necessary, to discuss prelim performance in detail. We want to give the most meaningful subject specific feedback possible, with the result that you may receive more than one phone call.*

#### *Parents' evening*

*There will be a parents' evening on 13 and 21 February. We would encourage all parents/carers to attend in order to speak with class teachers face-to-face in order to discuss progress to date and the key next steps.*

#### *How to support your child at home event*

*This will take place on the Monday 25 February between 6.30pm and 7.30pm. At this event school staff will give helpful advice on how you might support your child in the lead up to their exams.*

#### *Supported study*

*This programme will run up until the final exam. Please see the website for specific details.*

#### *Easter School:*

*A programme of supported study will take place over the Spring Break. This programme is currently being developed, with full details to follow*

#### *Master classes:*

*A master class for every subject will run prior to every exam, with dates TBC.*

This is a robust and meaningful programme of support which will create the right conditions for your child to realise their full potential. We appreciate your support in delivering the programme, working together to bring out the best in every child.

Please do not hesitate to contact your child's Head of House if you would like any further information.

Kind regards,

Julie Calder  
Head Teacher

West Lothian Council delivers

[westlothian.gov.uk](http://westlothian.gov.uk)



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