



# MAIDEN ERLEGH

## SCHOOL

Headteacher: Steve Jump  
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21 March 2025

Dear Parent/Guardian

### **Year 12 - ILP2 Fortnight – 31 March to 3 April & 22 April to 29 April 2025**

Your child is completing their ILP2 (Individual Learning Plan) from their digital Personal Profile during a dedicated tutor period between 17 and 28 March. This is an opportunity for them to reflect on their recent DCP2 (Data Collection Point 2) report, and in doing so to identify their strengths and set SMART (Specific, Measurable, Achievable, Realistic, Time-limited) targets to help them raise their attainment further in each subject.

Student feedback following ILP1 was positive, with most students appreciating the dedicated time to meet with their tutor to discuss how to make further progress.

ILP2 fortnight takes place between Monday 31 March and Thursday 3 April & Tuesday 22 April and Tuesday 29 April. As with the first ILP fortnight, all Year 12 students will have a short one-to-one meeting with their tutor to review their targets. This will provide students with a valuable opportunity to develop their oracy skills and ability to confidently discuss their many strengths, as well as how to take steps to improve further. Both of which are important skills for the workplace.

Students are still expected to be in school at 8.30am each morning during ILP fortnight, however, to facilitate these meetings students are not required to register with their tutor. Instead, they will register by scanning their ID card on one of the Invenry scanners around school and will sign in on a paper register in supervised study. They will then spend tutor time from 8.30am to 8.50am in either the study area or common room. On Fridays they will have an assembly as usual, where they will be registered.

Individual appointment times for every student will be shared via email with students and parents/guardians on Monday 24 April.

We would appreciate your support in discussing your child's DCP2 report and targets with them. Please also encourage them to take their Individual Learning Plan and tutor meeting seriously. We encourage students to continue to set themselves regular SMART targets throughout Year 12 and Year 13. They should not see this as a one off, stand-alone exercise.

Yours sincerely

Mrs C Hill  
Co-Head of Year 12

Mrs L Garner  
Co-Head of Year 12



Aim High



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Work Together