



# CATALYST

## Dilkes Academy

Garron Lane, South Ockendon, Essex RM15 5JQ  
Telephone: 01708 852128 E-mail: admin.da@catrust.org.uk

Wednesday 1<sup>st</sup> October 2025

Dear Parent/Carer,

### Autumn Term Parent/Pupil Learning Reviews

We are pleased to inform you about our upcoming Learning Reviews, which will take place during the Autumn Term. This is an essential part of our parent consultation process and will be held during the school day. **Kindly note that this session is for adults only, so we ask that alternative childcare arrangements be made for younger siblings during the workshop.**

The Learning Review provides a more comprehensive opportunity for discussions, offering greater flexibility in scheduling to accommodate parents. Additionally, we believe it is beneficial for students to be present during these reviews so they can gain a clearer understanding of their progress and next steps.

### Important Details:

- **Date & Time:** The Learning Review Day is scheduled from 9:00 AM to 4:00 PM and dates for each year group can be found below
- **Flexible Scheduling:** We understand that some parents may have work or commuting commitments. Therefore, teachers are available to meet outside the regular time slots at mutually convenient times. If this applies to you, please reach out directly to your child's class teacher to arrange an alternative appointment.

<b>EYFS/KS1</b>	<b>Reception</b> Miss Hadley (RH) Miss Sultana (RS)	Tuesday 18 <sup>th</sup> November
	<b>Year 1</b> Miss Parkinson (1P) Miss Thirkell (1T)	Monday 17 <sup>th</sup> November
	<b>Year 2</b> Miss Sussex (2S) Mr Gilbert/Mr Fern (2G) Mrs Kempster (2K)	Wednesday 19 <sup>th</sup> November



<b>KS2</b>	<b>Year 3</b> Mrs Nelder (3N) Mr Boyle (3B)	Thursday 13 <sup>th</sup> November
	<b>Year 4</b> Miss Bush (4B) Miss Reeves (4R) Miss Jegatheeswaran (4J)	Wednesday 12 <sup>th</sup> November
	<b>Year 5</b> Miss Griggs (5G) Miss Deighton (5D) Miss Garraway (5SG)	Tuesday 11 <sup>th</sup> November
	<b>Year 6</b> Miss Buckton (6B) Miss Gospodinova/Miss Rodgers	Monday 10 <sup>th</sup> November

### Booking Your Appointment:

- We will be using an online booking system, allowing you to select your preferred appointment time with your child's teacher. To book your consultation, please click the link below:

<https://outlook.office.com/book/DilkesAcademy3@catrust.org.uk/>

- When booking, ensure that you enter your details and your child's name where prompted. You will receive an email confirmation once your appointment is booked. Please note, this email is for confirmation purposes only, as all meetings will be held in person at the school.

### Additional Information:

- To ensure the smooth running of the day, please arrive on time for your appointment. Each session is limited to 10 minutes to accommodate all parents. If you feel that more time is needed to discuss any concerns, please arrange a separate meeting with the class teacher.

We look forward to your participation in the Learning Review, which is an important opportunity to support your child's educational journey.

Yours sincerely,



Mr R. Latham  
Deputy Executive Headteacher

