



Dear Parents,

Assalamu alaikum,

**First Term Parent Teacher Meeting
Middle Section - December 2017**

Generation's School as a learning organization, is enhancing the reporting process, with a strong focus on students' learning needs. **Reporting for learning** is a continuous process and we have a long way to go.

Reporting for Learning guides the student through the next steps of teaching and learning and helps teachers assess and modify their teaching in response to student's learning needs. It provides clear, descriptive, criteria-based information that enables the student to determine where they are in terms of their progression in learning, how their level of understanding differs from their learning goals, and what they need to do to move towards those goals.

To facilitate the student in the process of learning, the **First Term Parent Teacher Meeting** for _____ will be held on _____, *insha 'allah*, providing you an opportunity to meet with all your son's / daughter's teachers. Please ensure that your son / daughter accompanies you in complete **school uniform**.

A bell will ring every **ten minutes** to indicate the start and end of your allocated time with the teacher. Please ensure a changeover at each bell.

We are sending out an **Appointment Sheet** with the names of **all the subject teachers** you will be meeting. Your son / daughter will get the appointments from the teachers and show you the Appointment Sheet, which will guide you during the PTM.

Please note that **Reporting for Learning** can drive a loop of continuous change and improvement for the learner facilitated by the teachers and parents, as we all learn from each other. In order to **maximize parental attendance at the PTM**, we urge both, mother and father, to attend and **meet all the subject teachers**.

Jazakallah al khayr,

Ms. S. Ashar
Headmistress, Middle Section

December 11, 2017
Rabi ul Awal 22, 1439

A C K N O W L E D G E M E N T

I / We have received circular **First Term Parent Teacher Meeting for Middle Section** dated **December 11, 2017**. I / We will cooperate with the School in this matter.

Student's name _____ Class _____

Father's signature

Mother's signature

Date