



**OXTED SCHOOL**

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12 February 2026

Dear Parents/Carers

## **Year 9 Virtual Academic Review Day Monday 9 March 2026**

We are pleased to invite you and your child to meet their form tutor at their first virtual Academic Review Day (ARD) on Monday 9 March 2026. The day will start at 8.30am and finish at 3.30pm.

Our fantastic team of tutors will be supporting the development of your child's confidence and independence in their first year at Oxted. This session will put your child at the centre and allow them to have a positive learning conversation with their tutor who will offer support and ask questions. Your input is vital, and we appreciate your efforts to attend.

The school operates an online appointment booking system. This allows you to choose your own appointment time with the tutor and you will receive an email confirming your appointments.

**Appointments can be made from Friday 27 February 2026 at 5pm.**

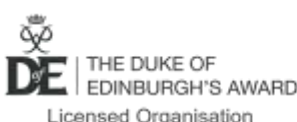
Please visit <https://oxtedschool.parenteveningsystem.co.uk/> to book your appointment. A short guide on how to add appointments is included with this letter. Log in with the following information:

- Your details (including your full name)
- Student's first name
- Student's surname
- Student's date of birth

If you do not have access to the internet, please let us know and we will try to add appointments on your behalf. If you do have any questions, please contact the Year Team who will be happy to help.

Each appointment will be for ten minutes; this will be signalled by a countdown at the top of your screen. The purpose of keeping to 10 minutes is to ensure that parents are not being kept waiting. The appointments end exactly 10 minutes after the scheduled start time.

If you feel you would like a longer conversation in relation to your child's progress or if you have other concerns, we ask that you make a further appointment with the member of staff so that a longer period can be set aside for you on another day. This will give you the opportunity to discuss matters in more depth.



**IOP** Institute of Physics



**Principal** Mr M M J Devenney, BA (Hons), MA, NPQH, NPQEL

The Howard Partnership Trust, Registered Office: Lower Road, Effingham, Surrey KT24 5JR.  
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During the rest of the day your child will be provided with several tasks, activities and challenges that will support the tutor's discussion and our theme of reflection on report data and academic progress.

A full schedule, questions for the day, and a work booklet will be provided by your child's tutor in advance of the day.

We very much value the opportunities that ARD provides to work with you in the best interests of your child. If you are unable to attend, we may contact you to discuss any key points we might have about their progress.

Thank you for your continued support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'G Griffin', written in a cursive style.

**Ms G Griffin**  
**Assistant Principal**

A handwritten signature in black ink, appearing to read 'H Doe', written in a cursive style.

**Miss H Doe**  
**Head of Year 9**