MAIDEN ERLEGH
SCHOOL
Co-Headteachers: Alison Morgan & Ceri Burns
BA (Hons) PGCE | BA (Hons) PGCE, Ma (Education) & NPQH

Silverdale Road, Earley, Reading, RG6 7HS
0118 9262467
mesoffice@maidenerleghtrust.org
www.maidenerleghschool.co.uk
@MaidenErleghTru

27 November 2026

Dear Parent/Guardian

Individual Learning Plan (ILP) Fortnight – Friday 4 December to Thursday 17 December 2026

Next week, Year 12 students will be completing their ILP (Individual Learning Plan) document during their morning tutor sessions. This is an opportunity for students to reflect on their recent DCP (Data Collection Point), identify their strengths, and set themselves SMART (Specific, Measurable, Achievable, Realistic, Time-limited) targets to help support their progress in each of their subjects.

From Friday 4 December to Thursday 17 December, all Year 12 students will have a short one-to-one ILP meeting with their tutor to review their targets and progress. This will provide students with a valuable opportunity to develop their oracy skills, confidently discussing their many strengths, and to identify their next steps. These are important skills for their progress at Key Stage 5 and models the reflective conversations held within a workplace environment.

To facilitate these meetings, while ILP meetings are being held students are not required to register with their tutor in the mornings from Monday to Thursday. Instead, they should register in the Sixth Form Common Room at 8.30am every morning. Students should also be using their ID cards at the InVentry scanners around school to sign in and out. For ILP fortnight, all lessons and supervised study sessions must be attended as normal, according to the student's timetable. The school day remains as normal on a Friday, where students should attend assembly at 8.30am, followed by their timetabled lessons.

Students can access their reports via the Student App, in much the same way that you can access reports via the MyChildAtSchool App. Reports have also been sent via email to both students and parents. If you or your child have any difficulties accessing their report, please request support via mesmcas@maidenerleghtrust.org.

ILP fortnight is a valuable opportunity for students to reflect on their progress and revision strategies. We would appreciate your support in discussing your child's DCP report and targets with them. We encourage students to continue to set themselves regular SMART targets and they should not see this as a one off, stand-alone exercise.

Maiden Erlegh Trust is a company limited by guarantee and an exempt charity registered in England and Wales under company number 07548754 with registered office at Silverdale Road, Earley, Reading, RG6 7HS.



Should you have any questions, please email mesyear12@maidenerleghtrust.org.

Yours sincerely





Mrs C Hill
Co-Head of Year 12

Mr M Simon
Co-Head of Year 12