



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

Compassion
Achievement
Respect
Endeavour

*The cornerstones of our
learning community*

Ref: RLA/cb

February 2019

Dear Parent(s)/Carer(s)

Certificate of Personal Effectiveness final assessment – Oral Presentation **Tuesday 12th March**

The time has come for the students to complete their final CoPE assessment task; 'Oral Presentation'. This requires students to present information to a group of people on a specific topic. The people they present to must consist of both familiar and unfamiliar faces. In order to achieve the criteria, we would like the students to present what they have been doing during their three years of CoPE and we would like them to present this information to you.

The students have worked incredibly hard to complete their projects successfully and should be very proud of what they have achieved. The presentation will happen at Imberhorne Lane on **Tuesday 12th March at 3.45pm**. We envisage everything being completed by about 5.00pm. The presentation will require them to explain the nature of a project and the skills they have learnt during each activity. They are currently planning this task in their CoPE lessons.

It is compulsory that all students attend the event in order to complete the assessment.

We would love to see as many of you as possible to support and celebrate your son/daughter's success. On the reply slip below, please indicate if you will be attending and how many people will be coming. Alternatively, please email me directly with this information. Please feel free to bring along their siblings as this diversifies the range of people watching each presentation.

Please return the reply slip to either myself, or one of the other CoPE staff, by **Friday 8th March** and we ask that you wait at main reception at Imberhorne Lane from 3.40pm when a member of staff will escort you to the relevant room.

If you have any questions, please do not hesitate to contact me, either by telephone or email rlangstone@imberhorne.co.uk.

We look forward to seeing you on the 12th March.

Yours faithfully
Mr R Langstone
Leader of CoPE



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Certificate of Personal Effectiveness final assessment – Oral Presentation
Tuesday 12th March at 3.40pm

Please return the reply slip to a CoPE teacher or email Mr Langstone directly by Friday 8th March.

Parent/Carer Name: _____ parent/carer of

Student Name: _____

Will / will not be attending the assessment.

(Please complete below if able to attend):

There will be _____ adults and _____ children (aged _____)

Signed _____ **(Parent/Carer)** **Date** _____