



Monday 16 January 2023

Dear Parents and Carers,

Year 9 Parent Meetings are scheduled for **Tuesday 24 January**. These meetings are a key opportunity to discuss your child's progress with individual class teachers and look at ways in which school and home can work together, to ensure your child succeeds to the best of their ability. Here are some answers to important questions about the event:

**Where are the meetings taking place and at what times?**

- Parent meetings will happen **in the school building**.
- Appointments can be made **between 4:00pm and 7:00pm**.

**How do I book appointments?**

- Appointments will be available to book through the My Child At School (MCAS) application.
- To book your appointment, please select your child's profile and then click the Parents Evening option from the side menu.
- You will be presented with either a Manual or Quick Book option to secure an appointment.
- Here is a **support guide** to booking meeting slots: <https://docs.bromcom.com/knowledge-base/how-to-book-parents-evening-appointments-using-mychildatschool/>
- For parents/carers with multiple children at our school, you can make individual appointments for each child by switching between each child's profile.

**How are meeting slots allocated?**

- Due to limited availability, appointment slots are allocated on a first come, first serve basis. We ask that you respect that teachers may have a very busy timetable of parents to see.
- All parents and carers are strongly advised to make appointments with their child's **English, Maths, Science** and **Spanish** teachers, which are under the **Year 9 – Core Options** event.
- Appointments for options subjects can be booked under the **Year 9 – Options Subjects** event.
- Please only make an appointment with option subjects if your child is strongly considering this as one of their GCSE choices. The options subjects are **History, Geography, RE, PE, Art, Music, Drama, Computer Science, DT and Food**. (Subject teachers are listed overleaf).
- **9H-Maths** - if you are unable to book an appointment with Mr Downer, then contact the main office, as we may be able to book an appointment with Mr Landa (subject to availability).

**Should I bring my child to the meeting?**

- We do recommend that students attend the meeting if they are available.
- Students are not expected to wear their uniform when coming in to school, however should bring their planner with them.

**What if I am having difficulty booking appointments?**

- If you have any difficulties accessing the booking platform please contact the main office.

**What is 'Pre-Loved Uniform' and 'Mental Health Support' about?**

- We now offer a service to support our local community where school uniform can be donated, exchanged and acquired free of charge (or for a voluntary money donation of your choice). Please see the poster attached to this email.
- This pop-up shop will be open during the afternoon and evening of the Year 9 Parent Meetings (located in a classroom near the parent meetings venues).
- Colleagues from the Mental Health Support Team will be on hand if you or your child would like any support or advice.

Thank you for your support and we look forward to seeing you on Tuesday 24 January.

Yours faithfully,



Joel Tomasevic  
Assistant Headteacher

## Options Subject Staff

Teacher	Subject
Mr L Binstead	History
Miss E Burley	DT
Ars A Clarke	Drama
Miss S Cockayne	DT
Mr P Coppack	PE
Mr J Goddard	PE
Ms N Harmer-Weston	History
Miss L Heathcote	History
Mrs B Inglis	RE
Miss E Keay	PE
Mr N Mee	RE
Miss A Payne	Geography
Mrs K Singleton-Jones	PE
Mrs S Wilken	Art
Mrs A Williams	Art
Miss L Wilson	Music
Mr S 1 (Mr Takpaul)	ICT