

Tuesday 15th February 2022

Dear Parent/Carer,

RE: Year 9 Parents' Evening and Options presentation

Year 9 Parents' Evening Thursday 3rd March 2022 3:30 – 6:00pm

We are pleased to inform you that Year 9 Parents' Evening on the 3rd March will take place in person. This is an important evening that provides you with an opportunity to discuss your child's progress so far this year and ask questions about the Key Stage 4 curricula for option subjects.

Appointments can be made on SchoolCloud which allows you to choose your own time slots with teachers. You will receive an email confirming your appointments. These can be made from Wednesday 16th February at 8am and will close at 10am on Wednesday 2nd March. Please be aware, if a teacher has multiple Year 9 classes, this will work on a first-come first-served basis. Should you wish to make any changes after this date, please contact jonathan.bell@st-michaels.sandwell.sch.uk.

Please visit <https://stmichaelschurchofengland.schoolcloud.co.uk/> to book your appointments. A short guide on how to add appointments can be found here: <https://st-michaels.sandwell.sch.uk/parent-links/>. We have also added an extremely helpful video to support you and the link can be found in the email. When logging in, you will need to include your name, the email address you have registered with us, your child's name and date of birth.

Measures will be put in place to ensure social distancing is maintained throughout the evening for the safety of staff, students and parents. To allow for this, each appointment will be 5 minutes and we have included 5 minutes for transitioning between appointments. If for any reason circumstances change due to Covid, all appointments will take place virtually on SchoolCloud. We will notify you if this is the case.

Year 9 Options Presentation Tuesday 1st March 2022

Year 9 students are coming to an important point in their education as they must now start to think about their choices of which subjects to study during Key Stage 4. Prior to Parents' Evening, Mr Mackinney will be delivering a live presentation to outline the Options process; this will include important information on how to submit the GCSE options choices form online. There will be two opportunities to watch this: 9.45-10.30am and 7-7.45pm. Please make sure your contact details are up-to-date because an invite to the presentation will be sent in advance via email.

Yours faithfully,

Mr Bending
Assistant Headteacher

Acting Headteacher: **Mrs C Handy-Rivett, BA (Hons), MA**

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