



20 September 2022

Dear Parent/Carer

IMPORTANT Year 7 Starter Event Information

We would like to take this opportunity to congratulate the students on their fantastic start to year 7. They have had a huge amount of information to take in so we are very proud at how well they are settling in at Sackville.

We have a few housekeeping things to share as it has been a very busy start and also some important dates to add to your calendar.

Google Classroom / Homework

Google Classroom is the platform we use for students to find information about homework and information shared by teachers. Students have been shown how to access this and log in during computer science lessons. Details have been provided to students during these lessons.

Parents will soon receive an email with Google Classroom Guardian access, so you can set up direct access and be sent emails summarising what your work your child has upcoming and anything they may have missed. This is set up through parent's emails and will be sent out very soon so keep an eye out!

If your child has lost or forgotten details we have these details in the year office, alternatively or for any other IT issues you can email the IT department on this email: pithelp@sackvilleschool.org.uk

Year 7 Activity Event - Friday 30 September 2022, 3.30pm-8.00pm

We have pleasure in bringing you details for the year 7 Activity Event, which will take place on Friday 30 September 3.30pm and 8.00pm.

The cost of this activity will be £7.00 per student and the price will include all activities, hot food, drink and insurance cover for the event. Tutors and staff will be organising activities and games throughout the evening.

Food will be served around 6.00pm, this will be hot dog and chips and a drink, vegetarian and gluten free options are available, and a snack will be handed out upon leaving.

Students may either stay at school, bring a change of clothes for the event and gather in the canteen after school, or can go home and return at 3.30pm where we will commence the activities with a full briefing of the evening's events in the canteen.

If you would like your child to take part in this event, please complete the parental confirmation sheet and select the preferred food option [here](#).

Payment of the £7.00 should be made via [Scopay](#) no later than **Monday 26 September**. Please remember that the collection time from school will be 8.00pm.

If your child is eligible for the Pupil Premium government grant, we will use that to pay for the full cost of the event. All you need to do is tick the consent box on Scopay. If, however, you would like to make a contribution towards the event there is also a facility to make payment.

Insurance for the event is arranged through West Sussex County Council. Full details of the policy can be found [here](#).



Year 7 Subject Workshops – Tuesday 4 October 2022, 5.00pm-6.30pm

We would also like to invite all year 7 parents in to hear from our Curriculum Team Leaders for maths, English, science and modern foreign languages (MFL) to inform you more about what your child will learn in each curriculum area and how you as a parent can best support them.

We will hold a brief introduction in the main hall commencing at 5.00pm prompt, followed by 20 minute presentations across the four subject areas, where we will break out into smaller groups. If you would like to attend please register your interest with the school [here](#).

If you are unable to make these sessions, the presentations will be available on the Sackville website and we will inform you of this after the event.

Year 7 Meet the Tutors Evening – Thursday 20 October 2022, 4.00pm-7.00pm

You are warmly invited to attend our year 7 Meet the Tutors Evening on Thursday 20 October 2022 from 4.00pm-7.00pm. This is an important occasion to enable you to meet your child's tutor face-to-face, and to find out how your child has settled since starting at Sackville and to discuss the early progress they have made.

The evening will be run using an online appointment booking system. This allows you to choose your own appointment times with your child/children's tutor and once booked, you will receive an email confirming your appointments.

Appointments can be made from 7.00am on Monday 10 October 2022 and will close at 4.00pm on Wednesday 19 October 2022. Should you wish to make any changes after this date please contact the year 7 office.

Please visit <https://sackville.parentseveningsystem.co.uk> to book your appointments. (A short guide on how to add appointments is attached.) To login you will need the following information:

Your name / Your email / Student's first name / Student's surname / Student's date of birth

If you have a child in another year and have used the system already, you can use your current login details. If necessary, you can make separate appointments for both parents should you wish. During the evening you will be able to collect this term's monitoring grades for your child and have the opportunity to ask any questions or discuss any concerns you may have about the grades with your child's form tutor.

We are aware that it is often difficult to understand the intricacies of a new assessment system, so in addition there will be a presentation about Sackville's K steps that we use to measure attainment and progress at KS3. The presentation will last about 10-15 minutes and will be repeated several times throughout the evening at 4.00pm, 4.30pm and 5.00pm.

We will also be running a short session on e-safety, to give parents some practical tips on how best to monitor their child's online use and behavior, and how to keep them safe. The session will last about 10-15 minutes and will also be repeated throughout the evening at 4.15pm, 4.45pm and 5.15pm.

I look forward to welcoming you on the evening.

If you have any questions regarding any of the above please contact either Mrs Karen Brown at kbrown@sackvilleschool.org.uk or myself at jendersby@sackvilleschool.org.uk.

Yours sincerely

Mr J Endersby
Leader of Year 7

Mrs K Brown
Transition Coordinator