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Dear Parent/Carer

Year 8 Parents' Evening and Options Programme 2021

I would like to begin this letter by praising the effort and hard work shown by so many of our year 8 students as they have transitioned to remote learning. I have been particularly impressed by the way they have embraced attending live lessons and submitting their work online. We are all very much aware of the challenges that many have faced since arriving at Sackville in September 2019 with two major lockdowns, but I continue to be in awe of how well they have adapted to these situations and how resilient they continue to be. I have been receiving an incredible amount of positive feedback from their teachers for their contributions and feel it is only right to let you know how grateful we are for your continued support and encouragement during these unprecedented times.

Year 8 Options 2021

As many of you will now be aware, year 8 Options will occur virtually this year. The process will be started today when the school's new interactive online prospectus goes live for students and parents to view at their leisure <http://ks4options.mysackville.co.uk/> This will then be followed by an Options afternoon on **Wednesday 3rd March** for year 8 students and their tutors to explore Options choices and link them to future pathways. Year 8 lessons will be suspended on that afternoon. Year 8 Parents' Evening will follow on the evening of **Thursday 4th March**, giving parents an opportunity to discuss student progress and attainment with teaching staff. (Parents Evening details are outlined below).

The following week parents will be invited to an online presentation to outline the Options process on **Tuesday 9th March at 4.00pm, 4.30pm and 5.00pm**. Please note that only 100 people can be admitted to each session and should the session be full I would ask you to join the following one. The links for these sessions are as follows:

4.00pm presentation:

<https://us04web.zoom.us/j/74107660609?pwd=QWxGL1JjRGZrSE54NDI4U3B3b1RTdz09>

Meeting ID: 741 0766 0609
Passcode: KPH1LX

4.30pm presentation:

<https://us04web.zoom.us/j/72305005143?pwd=SDlwVndoNjITOGVicXJBcUx0UWJnZz09>

Meeting ID: 723 0500 5143
Passcode: vfMw63

5.00pm presentation:

<https://us04web.zoom.us/j/74270549461?pwd=aml6Vkd0NjBIQT05ZHloMnpsK0svdz09>

Meeting ID: 742 7054 9461
Passcode: mGGG4c



Parents will be given the opportunity to ask general questions through the chat. However, should you have more specific questions you should make an individual appointment with key pastoral staff for **Thursday 11th March between 3.00pm and 5.00pm**. You can make an appointment for this evening using the same booking system as for the "normal" Year 8 Parents' Evening. The evening is called "Year 8 Options Individual Consultations". As with the normal Parents' Evening, these consultations will be via video.

The online form to submit your choices will be made available to students on **Thursday 11th March**. Further details of how this works will be sent in due course. **The deadline for the online Options form return will then be Monday 15th March.**

Year 8 Parents' Evening – Thursday 4th March 2021

You are warmly invited to attend this year's parents' evening on Thursday 4th March, between 3.00pm and 7.00pm. As usual, we would encourage you to attend together with your child to discuss their progress in all subjects.

Clearly, in the current climate, a "normal" parents' evening would not be feasible. We are therefore going to run the evening via video links.

We are using a software package run by the same company as we have used for a while now to make and manage the appointments for parents' evenings. Attached to this letter is a "Parent Guide" to the evening detailing how to log into the system and to make appointments. Also attached is a set of FAQs that have links to various video tutorials showing how the software works.

Appointments can be made from 4.00pm on Tuesday 23rd February. The system will close at 2.30pm on Wednesday 3rd March. Should you wish to make any changes after this date please contact the year 8 office. The website to log into can be accessed [here](#).

To login you will need the following information:

- Parent's first name and second name
- Student's first name
- Student's surname
- Student's date of birth

The information above must match the data held within our school database.

If you do not have access to the internet, please get in contact with the year office and we can arrange an alternative method of feedback.

Once logged in you will be able to make appointments with each of your child's teachers. It is also possible for two parents to join the same "call" from different locations. Please see the FAQs sheet for details of how to do this. It is also possible for each parent to book separate appointments if desired. Each parent will need to login separately to do this.

Due to the large number of students taught by specific faculties such as art, music and drama and PE, we encourage you to only make appointments with teachers of these subjects if your child is intending to pursue them in year 9, or if you have particular concerns. Once you have made bookings you will receive an email to confirm details and times of these bookings.

On Thursday 25th February, you will need to log in using this link <https://sackville.parentseveningsystem.co.uk> to access your appointment. Once in, click on the Join Video Appointments button to join the call. The system works on Chrome/Safari/Firefox/Edge. It is worth checking the login, camera and microphone settings in advance. Once completed then click "Proceed to video call button". At the appropriate time it will connect you, your appointment will last 5 minutes after which it will disconnect. The countdown of the time remaining in your meeting will be displayed at the top of the screen.

Please note - you will need to be set up and waiting at the correct time, or this will result in your appointment being lost. You will be unable to join if you miss the start time.

Unlike a normal parents' evening the software will not allow you to see a senior member of staff should an issue or question pop up. Please however feel free to contact the year 8 office via email or call the following day and I will get back to you.

Sackville School Parents Evenings via video links FAQs

Where do I login to make appointments and to attend the evening?

Website to log into to make and attend appointments: You will need to create an account by completing the requested information.

<https://sackville.parentseveningsystem.co.uk>

Can 2 parents join a meeting for different devices?

To invite a second Parent to attend the appointments from a second device: The first parent makes the appointments and then invites the second to attend. Details can be found here:

<https://support.parentseveningsystem.co.uk/article/862-video-appointments-parents-how-to-invite-another-parent-guardian-to-join-your-appointments>

Where can I get help making appointments and "attending" the evening?

A video tutorial of the whole process of creating an account, making appointments and then "attending" the evening can be found here:

<https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>

Alternatively, please call the year 8 office.

Yours sincerely

Mrs M Tingley
Leader of Year 8