



3 March 2022

Dear Parent/Guardian,

Year 9 Options and Parents Evening

I am writing to give you some information and dates regarding the Year 9 Options process and the upcoming parents evening.

At the start of Year 9 students started GCSE courses in History and Geography as well as in beginning to cover some GCSE content in English, Maths and Science. We start some of the GCSE courses during Year 9 to allow more time for students to cover the GCSE content and to give plenty of time for revision and exam preparation at the end of the course. At the end of Year 9 students must decide the subjects that they are going to continue to study in Key Stage 4. All students must choose to continue with either History or Geography and we recommend that students opt to study either ICT or Computer Science, but recognise that some students may have other subject choices that they wish to study.

Year 9 students will have been introduced to this year's Options booklet during their Life Matters lessons and have been given a copy of the Option booklet. The booklet can also be found on the school website in the Curriculum section, or here: <http://kevistafford.weebly.com/letters-home/year-9-options-2022>, we encourage parents, carers and students to read the information about the different courses that we offer.

Parents evening will be held face to face this year and will be held in the school hall on **Tuesday 22nd March from 4:30pm to 6:30pm**. You will be able to make appointments to talk to your child's English, Maths, Science, History and Geography teachers. You will also be able to meet and chat to teachers representing each Option subject so that you can ask any questions about the course and discuss your child's suitability for the course. We hope the information in the subject pages of the Option booklet will answer most general questions so that the time you have with Option teachers can be focused on specific questions you and your child have.

Annual written reports will be published Monday 21st March through the Go4Schools website and these may be helpful to you in deciding whether or not your child would be suited to continue studying a particular subject.

To book an appointment for Parents' Evening appointments the school uses an online appointment booking system. This allows you to choose your own appointment times with teachers and amend them if needed. You will receive an email confirming your appointments. You can also add any relevant notes to the appointment slots which may help if you have a focus you would like to discuss with teachers. Please visit <https://kevi.parentseveningsystem.co.uk> or navigate through



the Menu > Login section of the school website www.kevi.org.uk to book your appointments. You will be required to enter your name and email address and your child's name and date of birth. All appointments take place online and further details on how this works can be found on the school website. The booking system for Year 9 will open on Tuesday 8th March. You do not need to make appointments to see Option Subjects.

The Options form itself will be available online. We will put a link to it on the school website on **Tuesday 8th March** and all forms must be completed by **Wednesday 30th March at 9am**

All information about the subjects that students can choose from is contained in the Options booklet. Students will be given a copy of the booklet and parents and carers can also access this through the school website.

The timeline for the Year 9 Options process is as follows:

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| Tuesday 8th March | Options booklet available to students in Life Matters lessons and will available on the school website |
| From Tuesday 8 th March | Appointments available for Parents evening Options form available on the school website |
| Tuesday 22 nd March | Year 9 Parents Evening with the ability to talk to Options subject teachers |
| Wednesday 30 th March | Options form to be submitted online by 9am. The link to the form can be found on the school website. |

If you have questions about the Options process or experience any difficulties with the parents evening system, please contact the School Office (01785 258546).

Yours sincerely,

Ms E J Knights
Assistant Headteacher