

10th March 2023



Dear Parent/Carer

I would like to take this opportunity to share with you your child's academic performance during the spring term. Attached to this letter is your child's end of term 2 report, which gives an indication of your child's current performance in each subject.

A short reminder on how you can interpret the target grades is available in our 'Wixams Assessment Information for parents' booklets which was given with the Term 1 reports and is on our website: <https://wixamsacademy.co.uk/learning/assessments-examinations-performance/>

If you have any queries please do not hesitate to contact your child's teacher by email.

You will also have an opportunity to discuss this report with your child's subject teachers in the Year 10 Subject Meetings that will take place on **Thursday 23rd March 2023**, from 2.30pm until 7.30pm. As in previous years, school will close at 2:00pm and buses will collect students at this time. No lessons will be missed as we will condense the school day with a reduced tutor time, break and 50 minute lessons. Subject teachers are looking forward to discussing the progress students have made. If you wish to discuss pastoral issues and would like to speak to the Head of Year, Mrs H Davies, please contact her via her email address hdavies@wixamsacademy.co.uk.

We anticipate most meetings will be on site in school but we are asking you to book an online slot to give all parents the option of using this facility. Unfortunately our system does not allow a flexible booking approach. **Please make it clear when making your appointment whether you will be attending in person by completing the questionnaire on**

<https://forms.gle/hbNNJYNTR6i3FkTL6>

it is essential that teachers know how you are attending in order for the evening to run smoothly.

This is a trial for this parents evening and there may be timing issues for appointments onsite. Please be assured that if there are any complications, then the teacher will contact you at a later date.

You will be able to choose your own appointment times with your child's teachers and will receive emails confirming your appointments. There will only be one appointment for each teacher, so if your child is taught more than one subject by a teacher all discussions will take place in this slot.

The booking link can be accessed via the school website: This link is located in the 'Parent Tab' in the parents evening file.

<https://www.wixamsacademy.co.uk/parent-information/parents-evening/>

Both on site and virtual appointments will last a maximum of 5 minutes. Please be aware that the virtual platform ends the meeting automatically. You will see a timed bar at the top of the meeting and the teacher will warn you that the meeting is about to end. In person meetings may similarly need to be ended promptly. To maximise the time, you may wish to email longer questions to your child's teacher prior to the meeting. After the meeting, if you wish a further discussion please email the subject teacher and they will get back to you as soon as possible.

If you are on site please be patient as we are managing both systems and may not be able to see you outside your allotted time.

Detailed instructions on how to use the booking system are given on the reverse of this letter, in the parent guide. We would like to bring to your attention that you will need to use a compatible web browser such as Chrome or Safari to access the virtual meeting. More information can be found in the link below:

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

If you do not wish to share a video call, you have the option to turn the camera off and have an audio call. Please leave a contact number for the day when booking the appointment (see 5b) in the event that the system fails. In this case the teacher will contact you as soon as possible.

On Thursday 23rd March school will finish at 2pm. Students will have completed all lessons by this time.

We look forward to seeing you.

Yours faithfully

A handwritten signature in cursive script, appearing to read 'J. Hepburn', written over a horizontal line.

Jacqueline Hepburn
Assistant Principal

