

February 2024

## **Year 10 Subject Meetings Tuesday 5<sup>th</sup> March 2024**

Dear Parents/carers,

Please be informed that the Year 10 Subject Meetings will be open for bookings from Thursday 15<sup>th</sup> February at 12.00pm. Meetings will take place at school on **Tuesday 5<sup>th</sup> March from 2.30pm until 7.30pm**. The school will close at 1:35pm after period 4 when buses will collect students. Hot food will be available at break and sandwiches will be available at 1.35pm for the students before they leave.

Subject teachers will be discussing how students' progress in KS4 courses. If you wish to discuss pastoral issues and would like to speak to the Head of Year, Miss C Stacey, please contact her via her email address [cstacey@wixamsacademy.co.uk](mailto:cstacey@wixamsacademy.co.uk).

Following staff and parent feedback all meetings will be on site only. 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://wixamsacademy.co.uk/parents-carers/parents-consultation-events/>

Appointments will last a maximum of 6 minutes. 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.

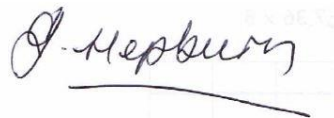
Detailed instructions on how to use the booking system are given in the parent guide. More information about how to book an appointment can also be found in the link below:

<https://wixamsacademy.co.uk/wp-content/uploads/sites/2/2022/03/Parent-guide-to-virtual-meetings.pdf>

**On Tuesday, 5<sup>th</sup> March, school will finish at 1:35pm for all students. Students will have completed all lessons by this time.**

We look forward to seeing you.

Yours faithfully

A handwritten signature in black ink that reads "J. Hepburn". The signature is written in a cursive style and is underlined with a single horizontal line.

Mrs Jacqueline Hepburn

Assistant Principal