

Dear Parents/Carers

Thursday 5th December 2024

Year 8 Parents' Consultation Evening – Monday 13th January 2025

I would like to invite you to attend our Year 8 Parents' Evening on **Monday 13th January 2025** taking place at school between 4:00pm and 5:30pm. This will be an opportunity to discuss your child's progress so far with their form tutor, along with areas for improvement and how we intend to address these. Please note, this is not a subject consultation evening; we will invite you back in the spring term to discuss your child's academic progress and next steps with their subject teachers.

The event on **13th January** will be held in your child's form room at school.

Bookings can be made through the Arbor Parent Portal or Parent App. Further guidance can be found on the following link <https://support.arbor-education.com/hc/en-us/articles/203792102-Booking-Guardian-Consultations-Parent-s-Evenings-on-the-Parent-Portal-or-Parent-App>

You can log in to make appointments with your son/daughter's form tutor from today, Thursday 5th December 2024. The last opportunity you have to make an appointment will be 11:00pm on Wednesday 8th January 2025. If you miss this deadline, please contact the school office.

Appointments will be a maximum of 5 minutes long. There will be a countdown timer on the screen and the appointment will **end automatically at this time**. It is important that discussions have reached their conclusion at this point as there will be no opportunity to extend the appointment.

Staff will have a limited number of appointments available and these will **be allocated on a first come, first served basis**. Appointment times will get booked up quickly. When this happens, you will be given the opportunity to join a waiting list and will be notified if an appointment becomes available. I suggest that you make your appointments as soon as possible to avoid disappointment.

Below is a list of the Year 8 Form Teachers:

- Mrs F Simon – Key Stage 3A Form Tutor
- Ms K Holmes – Key Stage 3B Form Tutor
- Mrs N Bannister – Key Stage 3C Form Tutor
- Miss D Alston – Key Stage 3D Form Tutor

You are always welcome to email the school office at office@ryecroft.staffs.sch.uk, and they will ensure your message is forwarded to the relevant member of staff.

We look forward to meeting you soon.

A. Grattage

Mrs A Grattage
Headteacher