27th February 2024

Dear Parents/carers,

**Re: Year 8 Parent Consultation Evening**

**The Year 8 parents evening will take place on Thursday 7th March 2024.** This evening gives an important opportunity for you to meet the staff who teach your child and to discuss the progress that has been made since September as well as asking further questions on subjects that your child can take as an option at Key Stage 4.

As you are aware from attending the Key Stage 4 Options Presentation in January this will also be an opportunity for you to discuss the current progress of your child alongside discussing possible options.

In the presentation in January, we explained how the Key Stage 4 options process works and how to complete the Key Stage 4 Options Form and the strategies your child should do to find out more about the possible option subjects. Students have had opportunities to visit the Academy Resources Centre, review options presentations on the SharePoint page, review their options information booklets issued in assembly and ask teachers questions. They will have a further presentation in an extended assembly next week with some further information from non-core option subjects.

Your child will receive their **personalised options form via their personal school email on March 7th** so before you attend this parents evening, please check that your child has received this and you can then discuss this further with subject teachers or ask Mrs Price or myself if you have further questions.

Please do not complete the Key Stage 4 Options Form until after the parents evening so you have had chance to discuss subject choices with teachers and then please return the completed Key Stage 4 Options Forms electronically to the following email address: [KS4Options@josephleckieacademy.co.uk](mailto:KS4Options@josephleckieacademy.co.uk) by Friday 15th March 2024.

If you are unable to complete this electronically, your child can go in person to see Miss Pace and collect a hard copy of their personalised Key Stage 4 Options Form or they may ask their tutor to print a hard copy for them (please ensure this has their name on it). Your child should return the completed hard copy to Miss Pace (in the Art Block) by Friday 15th March 2023. You can find additional information relating to the options process available on the Academy website at [www.josephleckieacademy.co.uk/ks4](http://www.josephleckieacademy.co.uk/ks4).

All Parent Consultation appointments will be face-to-face at the Academy and you will need to book separate appointments with each of your child’s teachers via Microsoft Bookings. Each face to-face appointment will be 5 minutes. Appointments will be available from **5.00pm to 7.00pm** (the last appointment being 6.55pm). If you have not booked, we cannot guarantee that you can meet your child’s teachers. To book your appointments you’ll need to visit the Academy website, here you will also find a step-by-step guide on how to book using Microsoft Bookings and a printable booking sheet that you can use to note the times of your appointments: <http://www.josephleckieacademy.co.uk/yr8pce>.

Teachers are grouped on Microsoft Bookings according to location and subject. If you book with one teacher in that group, you will not automatically have appointments with other teachers in the same group. You will need to book a separate appointment for each of your child’s teachers.

At Joseph Leckie Academy we are proud to say that we have always provided a curriculum which we know is best for students and not followed the option of ‘easy’ courses which do not prepare the students for life after the Academy. Most of the students will remain in their current J or L bands throughout their Key Stage 4 education for all core subjects. They will be provided with options which we feel are best suited to their abilities or aptitudes with J and L bands being mixed for these option subjects. I hope that you will be able to attend and take advantage of the opportunity to support your child in their learning and future choices.

There will be a further opportunity for you to speak with Mrs Price, Ms Pace or myself at the parents evening should you want to clarify anything about your child’s option pathway or procedures.

Yours faithfully



Rachel Cook

Associate Principal