

21 January 2025

Dear Parent/Carer

**Year 9 Options Evening – 29 January 2025 (in school)**

I would like to inform you that the options evening for Year 9 pupils has been arranged for Wednesday, 29 January commencing at 4pm and finishing at 7pm.

**The evening will be held face to face, in school, in your child's subject teacher's classroom.** We will still however use the web-based program 'SchoolCloud Parents Evening' to book all appointments.

Please book appointments to see your child's English, Maths and Science teacher and then only those staff who teach a subject your child is interested in choosing (including reserve choices) as part of the options process. If you wish to discuss any of the groups of subjects below, please only make a single appointment with the associated teacher.

- ICT, Computer Science or Business Studies (Mrs Qadri or Miss Gregson)
- Engineering (Mrs Lawe)
- Engineering or Food Technology (Mrs Lockwood)
- BTEC Dance or BTEC Drama (Mrs Howell)

The school cloud **booking system will open from Thursday, 23 January at 10am.** Please click on the link <https://penworthampriory.schoolcloud.co.uk/> to book your appointments.

Full instructions on how to book and attend appointments can be downloaded from <https://www.priory.lancs.sch.uk/parents/parents-evenings> and, in addition, a tutorial video can be viewed by visiting <https://vimeo.com/473882995>

To enable teachers to meet with as many parents/carers as possible, each appointment slot will be four minutes long and there will be a four minute gap between each appointment allowing you time to move around school to your next appointment.

As appointments will be spread out around school your child's attendance is compulsory and this will also allow them to be part of the option choice discussions with their teachers.

Once the options evening has finished, the online options choice form go live on Saturday, 1 February. This gap will allow us to speak to pupils before they make their final decision. The online options choice form will close on Saturday, 22 February.

I will be holding a series of options/Ebacc talks throughout the evening which will last around 15 minutes starting at 4pm and repeated at 5pm and 6pm. It would be beneficial if all parents could attend one of these sessions.

Yours faithfully



**Mr N Gee**  
**Assistant Principal**

