

St Matthew Academy

St Joseph's Vale, Blackheath, London SE3 0XX

Headteacher: Ms Miranda Baldwin

Head of Primary: Ms Joanna Chick



12 May 2021

Dear Parents and Carers,

RE: YEAR 8 OPTION CHOICES 2021 Update.

I wrote to you back in March regarding Phase 1 of our Options offer. I hope you have used these past weeks to speak to your child about their plans for the future and possible option choices. To further help with this very important decision, I would like to invite you to an Options Information evening, which will be conducted via Zoom on **Thursday 20 May**. The evening aims to give you a better understanding of the academic progression of your child over the next three years.

Time: 4:00pm – 4:30pm

ZOOM link: This event has now passed

Meeting ID: 924 7957 9425

Passcode: ksUg3y

The timeline for the entire process is detailed below:

Date	Event	Details
Thu 20 May	Options evening	Parents attend an online presentation explaining the options process
Mon 24 May	Subject information	All parents and pupils can view the following on the Academy website: The Options booklet Videos from subject leaders These will also be available to pupils on Google classroom
Wed 26 May	Choosing your options	All pupils will receive a video link via Google classroom, along with written instructions, explaining how to make their choices online using the SIMs program
Thu 27 May & Fri 28 May	IT assistance	Pupils without IT access at home can choose to stay after school and receive assistance with completing their options online
Mon 7 June	Deadline	All Phase 1 choices should be completed by this date. Submissions after this date cannot be guaranteed <u>any</u> of their choices
Fri 9 July	Confirmation letter	Parents will receive a letter confirming which subjects their child will study in Year 9
Mon 12 July	Queries	Any parents with questions regarding the subjects their child has been allocated should email Mrs Wickliffe

If you require further assistance at any stage during this process please do not hesitate to contact us via email on swi@stmatthewacademy.co.uk or iah@stmatthewacademy.co.uk

We look forward to seeing you on Thursday 20 May.

Yours faithfully,

Mrs S Wickliffe
Assistant Headteacher

Ms I Ahima
Director of Learning

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Zoom Etiquette for Parents

To ensure a successful zoom meeting, please keep the following “do’s and don’ts” in mind:

Do’s

- Be on time for your meeting
- Sign in using your full name
- Find a quiet space and wear suitable clothing
- Remain muted throughout the presentation
- Turn off/silence mobile phones and close other windows on your computer
- Ensure your device is fully charged

Don’ts

- Sign in using a device name, e.g. Iphone
- Share the Zoom access information with others
- Take screenshots, mobile phone pictures, or otherwise record the meeting
- Change your name or change your zoom background during the meeting
- Use the message function unless you have a specific and relevant question that the person leading the Zoom can answer