



YEAR 9 OPTIONS EVENING – IN SCHOOL Wednesday 20th March 5:30pm to 8:00pm

13th March 2024

Dear Parent(s)/Carer(s)

I am writing to give you more information about the Options Evening for students in Year 9 on **Wednesday 20th March 2024**. Due to the size of the file, we are not able to print or email the options booklets. Instead, please use this link [download.asp \(passmoresacademy.com\)](http://download.asp(passmoresacademy.com)) which takes you to the options booklets on the school website. The GCSE Options Booklet gives you all the information you should need about the process, what subjects are on offer, what to choose and more.

The evening will begin promptly at 5.30pm in the hall, please refer to the email sent last week with timings.

From 6-8pm, we will be operating the evening on a carousel system and subject areas that you wish to visit can be booked on our online system. The Options Evening booking system is managed and administered via our online system, <http://passmores.schoolcloud.co.uk> which is now live.

This allows parents/carers to choose and book their own appointments before they attend in person, subject to availability.

Please note the following important information and instruction steps:

- Subject sessions will be for 15 minutes each, starting at 6:00pm and finishing at 8:00pm on Wednesday 20th March 2024, the last session being at 7.45pm.
- The booking section of the website will close on Wednesday 20th March 2023 at 1:00pm and will be unavailable for any further bookings.
- You are required to enter your details and those of your young person (see below) to access the site, you will then be able to scroll through the subjects available to select your subject choices. Please click "Next" when you have selected the subject sessions that you would like to attend.

Logins should be applied with the following information:

- The system uses 'priority 1 & 2' parents/carers name stored on the school system; therefore, you may need to try either your name or your partner's name. You will need to enter your forename, surname, and email address.
- You will also need to enter the forename, surname, and date of birth of your young person.

It is important to point out that all subject sessions run to a strict time, and this is controlled by the SchoolCloud system. If you are late for a session, then unfortunately it will not be extended beyond this time, this will help us to keep a tight schedule for the evening. If you do not get an opportunity to cover all the areas that you would like, please email the member of teaching staff directly to arrange a follow up conversation.

Please telephone the school about the evening if you have any concerns or questions, or email datateam@passmoresacademy.com.

Staff look forward to you joining them in school on Wednesday 20th March from 5:30pm-8:00pm.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D Chadwick', with a stylized flourish at the end.

David Chadwick
Vice Principal