

7 February 2022

Dear Parent

### Y9 Options Enquiry Parents' Evening - Thursday 10 February 2022 - 4:30pm to 7:00pm

Earlier this term, you will have received a letter from Mr Morgan outlining the options process for your son to choose his options for KS4. All the subject information and further information on the process are available on the KS4 Options site at [options.ntc.kent.sch.uk](http://options.ntc.kent.sch.uk). If you have any queries about the subject your son is considering, you can email the subject lead directly using the contact email addresses listed there.

If you have any further queries after you have emailed and would like to discuss the option subject with a subject specialist you can make an appointment with them at Y9 Options Enquiry Parents' Evening on Thursday 10 February 2022. Please note, the focus of this evening is to discuss the subject that your son is thinking of choosing with a relevant subject specialist rather than to discuss his current progress in lessons. The teacher you speak with may well not teach your son currently.

At this parent evening you will be able to speak to subject specialists from the following option subjects:

GCSE Geography – Mr Ray/Mr Cooke  
GCSE History – Miss Kaur/Ms Lovell  
GCSE Computing Science and BTEC Digital Information Technology – Mr Jones  
BTEC Art and Design – Mr Hazeltine  
BTEC Engineering – Mr Willemse  
BTEC Enterprise (Business) – Mr Nugent  
BTEC Music – Ms Campbell  
BTEC Performing Arts – Ms Hull

The school will now be using the Parents' Evening system within *Edulink*. You can access it by logging into [edulinkone.com](http://edulinkone.com) in the normal way and selecting the *Parents' Evening* button. There are further instructions at the end of this letter on how to use the system and also a video to guide you through on our school Twitter and Facebook pages. As always, we welcome your views and experience of using this system to help make the organisation of this event as simple as possible. The online booking system will go live at 9pm on Monday 7 February 2022.

If you do not have access to the internet, please contact your son's Learning Coach who will be happy to make appointments on your behalf.

If you have any questions, please do not hesitate to contact me.


Yours faithfully



Miss N J Kaur  
Assistant Headteacher

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### How to make an appointment via Edulink

1. Login to *EdulinkOne* via the internet or your mobile device.
2. Click on the PARENTS' EVENING button  (you main need to click the MORE button to see it).
3. Select the relevant event from the list.
4. Choose a time slot under each teacher you wish to see.
5. You can choose the buttons at the top to either PRINT the appointments or click the EMAIL ME button to have them sent to you.
6. You can then log out.

### How to access your online appointment via Edulink

1. Log back into *EdulinkOne* and navigate back to the PARENTS' EVENING button.
2. Click the START APPOINTMENTS button to access the video system.
3. You will see a list of your appointments at the bottom and a timer at the top showing either the time to the next appointment, or the time left of the appointment you are in.

**You can also watch an instructional video on our Facebook and Twitter sites to help you.**