

October 2023

Dear Parent(s)/Carer(s),

**Year 7 Tutor Evening – Thursday 26<sup>th</sup> Oct 4-6.30pm**

I have the pleasure in inviting you into school to meet with your son/daughter's Form Tutor on Thursday 26<sup>th</sup> October. The evening will run between **4pm and 6.30pm**. This will be an excellent opportunity for you to discuss with your son/daughter's Form Tutor how they have settled into life here at Chase Terrace Academy and give you a chance to ask any questions you might have. There is a second Progress Evening later in the year planned on Thursday 7<sup>th</sup> March 2024 where you will have the opportunity to speak to subject teachers individually.

As part of the evening, there will be a brief information session in the Computer rooms upstairs to provide further details about your child's learning at Chase Terrace Academy. A session will run at **4.30pm** and then it will be repeated at **5.30pm**. If you wish to attend, you are welcome to come along to whichever session is at the most suitable time for you.

There will be staff available to support with My Child at School and Accelerated Reader. As you will know from SMHW, reading is an important part of pupil life here at CTA so it is important you track your child's progress with access to AR yourself. We will go through Accelerated Reader on the night to help you understand how best to support your child to make maximum progress with this computerised system. Representatives from the SEND Department and Pastoral Year Team will also be available.

The school uses an online appointment booking system for Parents' Evenings. This system allows you to book your own appointments with your child's form tutor at a time that suits you. You will then receive an email confirming your appointment. The booking system will be made available to parents/carers from **8.30am on Monday 9<sup>th</sup> October** and will close on Monday 23<sup>rd</sup> October at 3pm. Our system accepts bookings on a first come first served basis. There is only availability for one appointment for each pupil rather than one appointment for each parent/carers. Please visit <https://chaseterraceacademy.schoolcloud.co.uk> to book your appointment. A link is on our website via the ICT services section.

If you do not have access to the internet please contact the year office or if you have any issues logging on to make your appointments. Issues logging in usually occur when the information we have on our system does not match what you are typing in however our information is easily updated by a phone call to the Year Office.

We look forward to meeting with you.

Yours faithfully,



**Mrs Southwell**  
**Head of Year 7**