



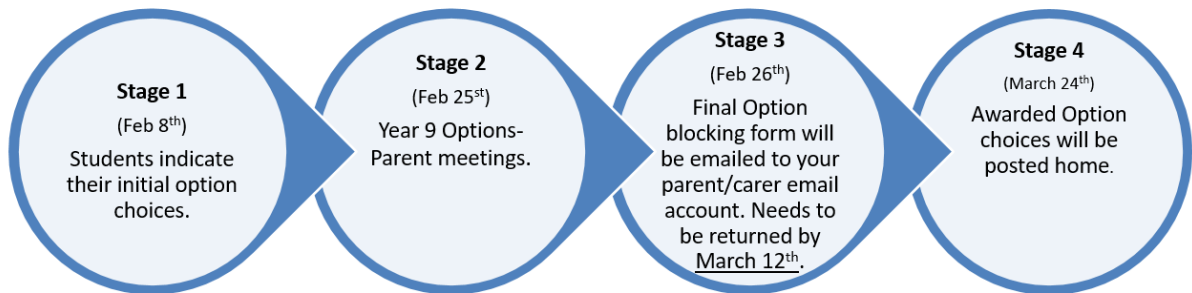
8 February 2021

Dear Parent/Carer

Year 9 Options

Year 9 students are at the start of the process of selecting their KS4 options for Year 10. This is the most important stage in your child's education so far and we understand it can be an anxious time. Making the right decisions and choices is of vital importance.

Ordinarily, we would hold an options evening with all parents of year 9 students invited to support this process; however given the current situation, we are unable to go ahead with this in the normal way, so we have designed a remote options selection process which we feel will give students and parents the information they need to make informed choices on course options.



Stage 1:

A KS4 Options launch podcast will be available to students in the "Year 9 Assembly and Reading 2021" Microsoft Team from Monday 8 February. This will outline the details given in this letter as well as providing a link for students to fill in a form that will indicate to the academy what subjects they are interested in studying at KS4. This information will then be used to inform our subject offer. Students will not submit their final choices until Stage 3 (see below).

Following the initial indication of preferred subjects, we will email students a copy of our KS4 options booklet prior to half term so they can read more about the range of KS4 subjects we offer at NOA.

For students hoping to study triple science, the subject is only open to students who will have received an invite letter over half term. If you have any specific enquires about triple science please email: Emily.willett@northoxfordshire-academy.org

Stage 2:

This year we will be offering a dedicated Online Year 9 Options Parents meeting. This will be an opportunity for both you and your child to speak with subject specialists remotely for five minute slots. You will not need to book meetings with all subject leads, but I would strongly suggest that you meet with the teachers of your child's top 5 subject preferences. This will

take place on 25 February with the booking system going live 9 February. Further instructions on how to book can be found in appendix 1.

You will be able to book additional slots with the following members of staff to support you in the selection process:

- Careers guidance: Miss. Wedgbrow or Miss. Thorne
- Guidance on special educational needs: Miss. Tustain

Stage 3:

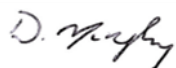
On 26 February we will email you a link to the option selection form (This can be completed on a laptop or mobile device). Please check this carefully ensuring course choices are accurate. If you have not received the link by 26 February please email: david.murphy@northoxfordshire-academy.org or contact the main reception. The deadline for returning the form is 12 March.

Stage 4:

Soon after 24 March you will receive a letter with your child's awarded KS4 options.

If you have any questions or queries that are not answered in either this letter or in the options booklet, please do not hesitate to contact me at david.murphy@northoxfordshire-academy.org.

Yours sincerely



David Murphy

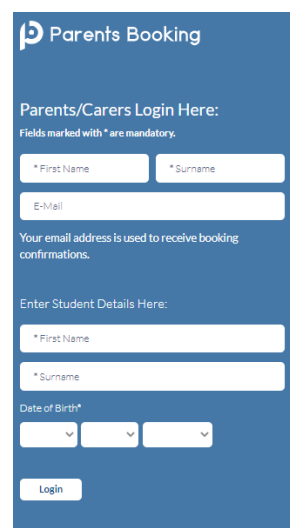
Assistant Principal (KS4 Options co-ordinator)

Appendix 1:

Parent Booking Help sheet

Log on Steps

- 1) Logon to <https://parents-booking.co.uk/noa>
- 2) Enter you details in the Parent/Carer fields. These must match your G4S information.
- 3) Enter the student details.
- 4) Login



The screenshot shows a blue-themed login form for 'Parents Booking'. It includes a logo at the top left. The form is divided into two main sections: 'Parents/Carers Login Here:' and 'Enter Student Details Here:'. The first section has fields for '* First Name', '* Surname', and 'E-Mail', with a note that 'Your email address is used to receive booking confirmations.' The second section has fields for '* First Name', '* Surname', and 'Date of Birth*' (with dropdown menus for day, month, and year). A 'Login' button is at the bottom.



Booking Appointments

- 1) The system will suggest appointment time for you or you can make bookings for yourself

Parent-Teacher Meetings				
Name of Group	Parents' Evening	Date	Start	End
Year 9 Options Evening 2021	Year 9 Options Evening 2021 ★ Suggest Bookings For Me ✚ Make Bookings For Myself	25/02/2021	16:00	19:00

- 2) Click the staff you wish to have an online meeting with the tile will change colour from white to blue.

AVAILABLE

Mr Edward Brick
GCSE Engineering
33 slots left at 5 minutes each

AVAILABLE

Mr Matthew North
BTEC Sport Option
33 slots left at 5 minutes each

AVAILABLE

Mrs Kathryn Bannister
GCSE HSC Option
33 slots left at 5 minutes each

AVAILABLE

Ms Alex West
GCSE Triple Science Option
33 slots left at 5 minutes each

AVAILABLE

Ms Vivienne Sawford
GCSE Drama Option
33 slots left at 5 minutes each

- 3) The system will allow you to select the window of time you are available for.

When are you able to attend?

Day 1

Thursday 25 Feb 2021
(Comfort Break : 17:30 - 17:45)

Arrive Depart

Allow other parents and carers of this student to join video calls?

Make my bookings for me

- 4) If other parent/carers wish to join the meeting from the other email address we hold on G4S then tick the box so that both parent/carers can attend the same meeting.