



Duke's Secondary School

Josephine Butler Campus, Academy Road
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Principal: Mr R Atkinson

18 March 2024

Dear Parent/Carer

Y9 Parents' & Options Evening - Wednesday 27 March 2024 – 4.00pm – 6.30pm

I would like to invite you to attend our Parents' and Options Evening on Wednesday 27th March 2024. This evening is an important opportunity for you to discuss your child's performance in the recent Progress Assessments, progress in their lessons and also to find out more about the subjects that your child may be interested in taking at GCSE.

All teachers who currently teach Year 9 will be available for appointments to discuss progress and GCSE options. Additional staff who teach option subjects for Year 10 are available for you to speak with should you require a little more information about the subject your child might be interested in taking at GCSE. As many of these staff do not teach students in Year 9, appointments with them will be on a drop in basis only. Students who take their lessons in the ARC Provision in school, should **only** make an appointment with Mrs Collin, who will discuss their individual requirements for the option process.

There will be a presentation about the Option Process taking place between 5.00pm and 5.20pm in the school Main Hall. A number of key staff from the Options Team will be available throughout the evening to support you and to answer any questions you may have.

Appointments will take place in school face to face and **must be booked in advance using the Arbor App**. Appointments are scheduled to open from 3.00pm on Tuesday 19th March and will close at 2.00pm on Tuesday 26th March. Please follow this link for a step by step guide on how to book your appointments: [Arbor App Guardian Consultation Parent Guide](#)

The school prospectus and options form, along with other information and advice are available on the school website through the following link: [Year 9 Options | Duke's School \(ncea.org.uk\)](#) We will also provide hard copies of these on the evening.

There will be refreshments available on the evening. We also have the Be You team working in our local area. They will be attending the evening and will be available to chat to parents and carers about what support is available regarding young people's mental health.

If you do not have access to the internet or you are unable to access the booking system and resources, please contact the school admin office.

Yours sincerely

Ben Line
Deputy Principal



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