

Our Ref JP/RB/RMO

7th May 2026



Wednesfield Academy
www.wednesfieldacademy.co.uk

Dear Parent/Carer

Year 8 Progress Evening

I would like to invite you to attend our Year 8 Progress Evening on Thursday 21st May 2026.

This Progress Evening will take place online via video appointments. The school's online appointment booking system allows you to choose your own appointment times with teachers and you will receive an email confirming your appointments. At the time of your appointment, you can join a video meeting with your child's teacher by logging into your appointments and clicking the 'join video meetings' link.

Appointments can be made on the Matrix Academy Trust or WeDuc (Matrix) app from 9.00am on Thursday 14th May 2026 and will close at 12.00pm on Thursday 21st May 2026. Should you wish to make any changes to your appointments after this time, please contact your child's House Office.

Please visit www.wednesfieldacademy.com/bookings for parental guides to book and join your appointments. Please also note that video appointments are strictly limited to five minutes, a timer at the foot of the screen indicates the length of time remaining in the meeting and after five minutes the video link will close. Your child's teacher has no control over this. If you have any remaining questions following your appointment, please contact your child's House Office.

If you do not have access to the internet, please contact your child's House Office who will arrange a telephone consultation to give you information about your child's progress. If you have a slow internet connection at home please ask other users of tablets, gaming consoles or television applications to refrain from using these for the duration of your meetings. If your video appointment is unsuccessful, a follow up telephone conversation can be arranged with your child's House Office.

If you have any questions, please contact Mrs Beazley (Deputy Headteacher) by calling 01902 558222 or emailing postbox@wednesfieldacademy.co.uk.

Yours faithfully

Mr Phillips
Headteacher