

18 January 2016

Dear Parent/Guardian

RE: KEY STAGE 4 – OPTIONS CHOICES 2016

I write to provide you with some important information about our Key Stage 4 Options process and to invite you to attend our **Year 9 Curriculum Evening on Wednesday 27 January**.

As I am sure you realise, this is an important time for all Year 9 students because decisions have to be made about the subjects they wish to take in Years 10 and 11. The school organises a full Option Guidance Programme which supports the students in making their choices.

A key event in this programme is the **Year 9 Curriculum Evening** which takes place on **Wednesday 27 January starting at 6 pm**. The evening will start with a presentation in the Hall explaining the options process. The presentation will also aim to explain the Key Stage 4 curriculum with details about the ranges of courses available, the choices that have to be made and the combinations that are possible. For subject areas where choices have to be made, staff will be available between 6:30 pm and 7:30 pm to explain and discuss the nature and requirements of their courses. The evening should end at approximately 7:30 pm.

To enable me to plan the evening, I would be grateful if you would complete the slip at the bottom of this letter and return it to your son or daughter's tutor.

At the **Year 9 Parents Evening on Wednesday 9 March**, subject staff will be able to briefly outline the courses available in their area when they are discussing the progress of your son or daughter. Senior staff and our Careers Advisor will also be available all evening to discuss any questions that you may have relating to option choices.

After the **trial run** option choice forms have been completed, each student will individually discuss their choices with a senior member of staff. During this important interview, students will be expected to explain the reasons for their choices and staff should be able to clarify whether the school will be able to timetable their specific set of choices. If there is a difficulty then guidance will be given as to how it may be overcome. **Final option choice forms are issued in the week beginning 7 March** and should be completed, signed by parents and returned by **Friday 11 March**.

Please also find enclosed a trial run form for the pathway we have recommended for your child and a copy of the options booklet, which explains the rationale behind each of the pathways and outlines details of each course being offered. The choice of pathway for your child has been based on the latest keystone 3 data, keystone 2 data, CAT score, teacher recommendations and attainment in English, Maths and Modern Foreign Languages.

If you require any further details before either of these two important evenings, please do not hesitate to contact Mrs Westcott or Mr Marshall at school.

Yours sincerely

C Westcott

C Westcott
Assistant Headteacher

P. A. Marshall

P A Marshall
Director of Learning

Year 9 Curriculum Evening

Please return to your child's form tutor

Name of Student: _____ **Tutor Group:** _____

I/We will/will not be attending the Curriculum Evening on 27 January 2016 (Please delete as appropriate).

There will be _____ of us attending. Signed: _____

Year 9 Curriculum Evening

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