

Our ref: SWI/TSE

15 February 2018

Dear Parent/Guardian

As part of our preparations for your child's options choice I would like to remind you that there will be a joint Parents Consultation and Options Information Evening. This will take place on

Wednesday 28th February (4.00 p.m. to 7 p.m.)

Throughout the evening there will be the opportunity to meet and discuss your child's progress so far with their subject teacher as well as additional staff from all curriculum areas being available for subject specific advice regarding options choices. All staff will be located in subject areas, student helpers will be available to help with directions and a map will be available on arrival. Appointments will not be scheduled for the evening however, we do ask that you keep to the usual 5 minute time slots to give everybody the opportunity of a consultation.

As part of the evening there will be an options presentation in the main school hall at **4.30 p.m.** which will be repeated at **5.30 p.m.**

In addition to this evening, students will take part in a focused day when they will attend a presentation from the core subject leaders, meet with leaders of the options subjects and also take part in a careers workshop delivered by an outside agency. The Focus day will be held on

Wednesday 28th February 2018

All students will be given a copy of the options booklet and an option form to complete. This form needs to be completed and returned to school by

Friday 9th March 2018

Mrs A Storey (SEN Team), as well as **Mr S McNicholas** (Progress Leader) and **Mrs D Irwin** (Year Manager) will also be available on the evening.

Please do not hesitate to contact me should you require any further information.

We look forward to seeing you on the 28th February 2018.

Yours sincerely



Simon Withers
Assistant Head Teacher