



Monday 16<sup>th</sup> January 2023

Dear Parents/Carers,

I am writing to inform you that all year 10 students will shortly be starting the process of identifying the subject qualification courses they would like to study in years 11 and 12 (Key Stage 4) as set out below in our 6-step programme of support.

### **6-Steps of the Support Programme for choosing Subject Qualification Courses**

- 1. Information assembly by Mr McConville (Senior Teacher) week beginning Monday 23<sup>rd</sup> January to explain this process;**
- 2. Subject qualification courses booklet and return form for students and parents/carers distributed week beginning Monday 23<sup>rd</sup> January;**
- 3. Subject qualification courses event on Monday 30<sup>th</sup> January - 2.45pm to 5.00pm. Students and parents / carers to visit all subject areas in school to find out more about the qualification courses they offer;**
- 4. Careers Fair in the school day with a selection of businesses / companies – Thursday 2<sup>nd</sup> February**
- 5. Parent / carer and student consultation afternoon – Tuesday 7<sup>th</sup> February from 1.00pm to 3.00pm;**
- 6. Return subject qualification courses form deadline – Friday 24<sup>th</sup> February.**

This week form tutors will also explain the above five steps of support. I will hold an assembly (**step 1**) next week with year 10 students to explain the process of choosing which qualification courses they can choose. At this assembly students will also receive their subject qualification courses booklet (**step 2**) which will give detailed information about each subject and the qualifications offered for study in years 11 and 12.

The subject qualification courses event on Monday 30<sup>th</sup> January will be an opportunity for you and your son / daughter to visit each subject area and speak to subject teachers about the qualifications that will be available to choose (**step 3**) and students will also attend a careers fair held in the school day on Thursday 2<sup>nd</sup> February in which they will have the opportunity to discuss potential career pathways (**step 4**).

Please attend the parents / carers consultation afternoon (**step 5**), appointment booking details to follow week beginning Monday 23<sup>rd</sup> January, and speak with your son's / daughter's subject teachers about their current level of progress and attainment, effort, attitude, and the qualification courses they offer. I would kindly ask students to return their completed subject options form to the school office by the deadline of Friday 24<sup>th</sup> February (**step 6**).

Yours sincerely

**Mr McConville – Senior Teacher**

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