

January 10, 2017

Dear Parent/Guardian

Key Stage 4 Options Process

During this term, as part of the options process, your child will select their GCSE subjects. In order to help you plan ahead please find below some key dates and information about the procedure we intend to follow:

Date	Event
WB 04 January	Option Workbooks– students will work through these in tutor time to develop their understanding of the importance of the options process
17 January	Options Assembly- Presentation of the options process to students
17 January	Options Assembly – Prep Time- Heads of Faculty outline key learning and requirements to study their subject
19 January	Choices for Options Taster Day – students choose 4 subjects to attend on taster days (these are not their option choices at this stage. It is an opportunity to experience subjects they are considering)
24 and 25 January	Options Taster Days – students receive advice, information and guidance (AIG) on career paths as well as attend lessons based on their choices for taster days
31 January (4:30pm – 7:00pm)	KS4 Options Evening (AIG)- Personalised meetings with students following option choices- ALL Year 8 students to attend with their parents
03 February	Options form distributed
Mid-February	Year 8 Option choices deadline
Mid-March	Letters to parents confirming option choices

At the Key Stage 4 Options Evening, January 31, subject staff will provide detailed advice and guidance on their subjects and possible options choices. I will also be available to clarify any concerns you may have.

I look forward to working with you and if you have any questions at this time please e-mail me at sarah.pereira@langleyacademy.org

Yours faithfully,

SPereira

Raising Standards Leader Year 8