

February 2012

Dear Parent / Student

**Re: GCSE Art and Design – Important Information**

I am writing to let you know important information about the Art and Design Department at Beaumont as this is a busy time of year in the GCSE syllabus.

Students must hand in **all** their coursework on **Monday 20 February 2012**. This includes both their sketchbooks and all accompanying practical pieces. It is important that the sketchbook work is complete as unfinished areas could have an impact on their overall grade. The coursework equates to 60% of their grade.

The proposed dates for the External Exam Theme 'Ordinary and/or Extraordinary' are **Tuesday 8 May and Wednesday 9 May 2012**. Students must make full use of the preparation period leading up to their exam and must submit their sketchbook and supporting studies at the end of the exam. The External Exam equates to 40% of the GCSE grade.

Students are always welcome to work within the department at times other than when their lessons are scheduled and we are currently running additional Art sessions after school on Wednesdays and Fridays to support students with their work.

Please be aware that all work will be available for collection in the Tech Foyer in the next academic year, which is usually around Half Term at the end of October. Students will be notified when their work is available for collection.

Please complete and return the reply slip to Ms Findlay by **Wednesday 8 February 2012**.

If you have any queries regarding any aspects of the students GCSE course, please do not hesitate to contact us.

Yours sincerely

Ms V Findlay  
Acting Head of Art

Miss F May  
Teacher of Art

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**Please return reply slip to Ms Findlay by Wednesday 8 February 2012**

I acknowledge receipt of your letter regarding GCSE Art and Design.

Student: ..... Form: .....

Signed:.....Parent/Carer Date:.....