

January 2012

Dear Parent/Carer

Re: Key Stage 4 Options Evening on Wednesday 1st February 2012

I would like to invite you to the Key Stage 4 Options Evening on Wednesday 1st February at 7.00pm. During the evening there will be a short presentation explaining this year's Options process and also the opportunity to speak with teachers of the Option subjects. Mr Panting (Head of Year 9) will also be available throughout the evening.

As with last year's evening, the format has been changed slightly to make the evening more manageable and enable you easier access to the subject teachers.

Therefore:-

- At **7.00pm** the presentation in the Hall will be for the students and parents/carers of those in forms **9L, 9E and 9A**. During this time parents/carers of students in the other forms will have the opportunity to speak with subject staff in the Library, Room 40, the Sixth Form Common Room and the Technology Foyer.
- At **7.30pm** the presentation in the Hall will be for the students and parents/carers of those in forms **9R, 9N and 9S**. Both during and after this presentation the subject staff will continue to be available for questions in the venues already mentioned.

Your child has been given a copy of this year's **Key Stage 4 Choices** information booklet which it may be useful for you to bring with you on Wednesday evening.

I hope this arrangement will prove successful and I look forward to meeting you on the evening. I should be grateful if you could return the reply slip to your child's Form Tutor by Monday 30th January 2012.

Yours sincerely

C Cross
Assistant Headteacher

Return to: Form Tutor

Pupil's Name..... Form.....

Key Stage 4 Options Evening – Wednesday 1st February 2012.

I / We* shall / shall not* be attending the above meeting. (**please delete as applicable*)

Signed..... Date.....