



8th January 2020

Dear Parent/Carer

I am writing to invite you to our Key Stage 4 Guided Options Evening which is to be held on **Wednesday 22nd January 2020.**

This is a key time during your child's education; the aim of the evening is to ensure you are well informed and able to support your child in making important decisions about their future. During the evening there will be a formal presentation outlining the options process, in addition to subject presentations.

The format of the evening is detailed below:-

5.45	School opens – please sign in at Barrow Hall Theatre entrance.
6.00 - 6.20	Presentation for Austen and Bannister Houses only in Barrow Hall Theatre. Subject presentations for all other Houses.
6.25 - 6.45	Presentation for Newton and Parks Houses only in Barrow Hall Theatre. Subject presentations for all other Houses.
6.50 - 7.10	Presentation for Stephenson and Thompson Houses only in Barrow Hall Theatre. Subject presentations for all other Houses.
7.15 - 7.35	Subject presentations for all.
7.40 - 8.00	Final subject presentations for all.
8.10	School closes.



The options process will be explained to students on Monday 13th January during a dedicated assembly. They will also receive the options form and a booklet about the courses we offer at this time. We advise you to read these carefully before this evening in order to decide which four sessions to attend. Details of the rooms for subject presentations will be available on the night. Bells will ring to indicate the end of each session.

Please be aware that this is a very busy evening and parking is limited so we would ask you to walk wherever possible.

Students need to make final option choices by **Friday 31st January** at the latest. The completed option form should be handed to their form tutor.

I look forward to seeing you all on Wednesday 22nd January.

Yours faithfully

A handwritten signature in black ink, appearing to read 'C. I. Kane', with a stylized flourish at the end.

Mrs C Kane

Deputy Headteacher