

Principal:
Emma Robins



17 January 2023

Dear Parent/Carer

I am writing to you to explain the options process your son/daughter will be starting soon to select their courses for GCSE. The GCSEs start in September of Year 10 at Graham School and will be studied for 2 years. Over the next term, the students and yourselves will be given lots of information around the choices they have moving forward.

We will be running a series of assemblies in school around the options process in the week commencing the 27 February to explain the options process. We strongly recommend all Year 9 students attend these assemblies to hear more about how the process will work. We will then be giving the students their options booklets and forms in an extra assembly on the 6 March, detailing all the courses available to them, so they can start to understand the process and the courses available.

In addition, you will receive their latest report by the 2 March. This will detail their progress in all their subjects and should form part of the decision making process for their GCSE options.

Our **Options Evening will be on Thursday 9 March from 4pm, in school.** Parents and students will be able to listen to a presentation which will explain the finer details of the process. There will also be the opportunity to speak with all subject areas to allow you to learn more about the courses from the teachers. After the event there will be opportunities for both parents and students to contact us with any further queries they may have.

The subject **Parents Evening for Year 9 is planned for the 16 March** and this will be held in school. Detailed information from your child's teachers will be shared with you on this date and then there will be an additional opportunity to discuss subject choices with teachers.

Finally, we will be offering students a taster day in school in the week commencing the 20 March, when they will be able to try out some new subjects for themselves. These taster lessons will enhance their understanding of these courses and support them in choosing their options.

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The option forms will then need to be **returned to school by the 24 March**. This can be done by email, post or hand delivery to your child's form tutor. After this date we will be interviewing the students to discuss their choices and some amendments may be necessary at this point in the process. We will always endeavour to meet the student preferences but this is not always possible due to courses either not recruiting, being over-subscribed or not being suitable.

If you have any questions please do not hesitate to get in touch.

Yours faithfully

Mrs K Shires
Vice Principal

Mr M Smythe

Mr M Smythe
Head of Year 9