

CLAVERHAM COMMUNITY COLLEGE

North Trade Road,
Battle,
East Sussex
TN33 0HT



School (01424) 772155
Fax (01424) 774106
Absence Text 07860 095526
Sports Centre (01424) 774772
Day Nursery (01424) 774548

info@claverham.org
www.claverham.org

Principal: Mr P. Swatton, B.Eng (Hons)

Date: 19.12.18

Ref: CHW/JS

Dear Parent or Carer,

CHOICES OF COURSE FOR YEARS 10 and 11

We are approaching the time when Year 9 pupils make their subject choices for GCSE. Whilst this is a complex process, over the next few weeks, we will provide you with the information needed to support your child in making these decisions.

As you are aware, KS4 pupils at Claverham Community College are offered a broad and balanced curriculum consisting mainly of a number of examined subjects. Some of these subjects are compulsory whilst others are chosen from a range of options. Pupils receive information, advice and guidance to help them make sound choices based on their own interests, abilities and ambitions.

As parents and carers, your help in supporting this procedure is crucial. As part of this process, we would like to invite you to our "Curriculum Information Evening" which will begin at 5.30pm on Thursday 17th January.

At this event, there will be the opportunity to circulate around a series of subject information stands, staffed by specialist teachers, where guidance material about particular courses can be gathered. In addition, a short presentation outlining the options process and the framework within which choices must be made will take place at 20 minute intervals throughout the evening.

Pupils will attend an extended Options Assembly during their PSHE lesson on Thursday 3rd January and you will receive an Options Booklet outlining each course on Monday 7th January.

Individual options forms will be issued on the Curriculum Information Evening. These forms will highlight the choices which are available to them. We will also include an overview of how your child has performed in every subject area during their time at the College.

A review of current progress will be sent home before the Year 9 Parents' Evening which is scheduled to take place on Thursday 14th March. This evening will provide you with an opportunity to speak to your son's/daughter's class teachers and should also help you to confirm their option choices.

In addition to the above, pupils will be able to access further advice and guidance regarding future Career paths at the annual College Careers Event which will take place on the morning of Wednesday 23rd January.

The deadline for returning completed option forms to the College is **Friday 15th March**. Decisions on the numbers of classes to be run in each subject have to be made very quickly. Pupils handing their forms in late may find that their choices are restricted.

Finally, the College will do its best to satisfy every choice and as many combinations of subjects as possible, but it must be understood that courses can only be run if enough pupils opt for them and that there are inevitably some combinations of subjects which cannot be accommodated. Should this occur in your case, you will be informed of the difficulty and be given the opportunity for further discussion before making an alternative subject selection. However, where agreement cannot be reached, please be aware that the Principal's decision is final.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'C.H. Wilson', with a small flourish at the end.

C.H. Wilson (Assistant Principal).