

15 March 2021



Dear Parents/Carers

Year 9 Key Stage 4 Options 2021-2023

I am pleased to introduce the Key Stage 4 Options process by inviting Year 9 students to select **three subjects** to study next year alongside their compulsory core curriculum of English, Maths, Science and PE. There are 21 subjects available for students to select from including traditional subjects such as History, Geography, French and Art, which will be very familiar to students, but also some they haven't studied before. Some subjects provide a GCSE qualification whilst we also offer vocational courses leading to a Level 2 Technical Award.

In order to choose their KS4 options, students and their families will need the following documents:

- Key Stage 4 Options Booklet 2021;
- Options Form 2021.

Both of these documents can be downloaded from the Options page within the Curriculum section of the school's website:

<https://www.sandwich-tech.kent.sch.uk/32/options>

Any parents who would like a printed copy of the form or booklet should contact the Year 9 Office. The booklet explains which courses are on offer and the form makes it very clear what is needed in order to confirm your son/daughter's choices.

I am conscious that, due to the current national restrictions, we are not able to support students with their option choices in quite the same way as we would have done in a normal year. The following support is being provided to mitigate for the absence of face-to-face meetings:

- presentation to students explaining how the process works (shown in tutor time and available on the Options page of the school website);
- support from Form Tutors;
- high quality advice, information and guidance from our Careers Advisor, Sarah Rooke;
- support from the Year Office;
- additional information about each subject on the school website's Options page.

If you would like further support you can contact the following people:

Mr Sharples	General Advice and Guidance
Mrs Rooke	Questions about Careers
Year 9 Office	Pastoral Information and Guidance
Named Course Contact *	Information about the course

*details of each contact are provided in the Options Booklet.

All of the people listed above will make time to respond to your enquiries through a return email, phone call or possibly 'Microsoft Teams' call where beneficial. You can also contact your son/daughter's class teachers and ask for an update on how they are currently performing and whether the teacher recommends further study of their subject in Year 10.

Due to current Covid-19 restrictions in school, completed forms should be emailed back to us. If you experience any problems with getting the form back to us please do get in touch with the Year Office and we will do our best to help.

The deadline for returning forms is 3.30 pm on the 1 April 2021.

I appreciate that this deadline is quite soon and does not afford students the same amount of time that we have given to other cohorts in the past. As the 1 April approaches, if families are finding it hard to reach a decision, please do get in touch with me. I will be happy to grant an extension to the deadline where needed.

My final advice to the students is to pick subjects they enjoy and ones in which they do well. They should take the time to read the booklet carefully, look at the information on the website and speak to teachers if they need more information.

I strongly recommend that you watch the presentation to students which is on the school website's Options page as this will explain clearly how the process works.

I look forward to working with you to plan your son/daughter's curriculum for Years 10 and 11.

Yours sincerely



Mr S Sharples
Deputy Headteacher