



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

Compassion

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learning community*

Ref: HTI/TM

14th December 2016

Dear Parent(s)/Carer(s)

GCSE Option Choices: Key dates for Year 9 Parents and Students

This is a very important term for Year 9 students. Until now students have had very little choice about which subjects they study as they are required to follow the National Curriculum. As they move to Upper School at the end of the Summer term this will change and students will study the core subjects, but also the Option subjects they have chosen. Therefore, we will be asking the students this term to decide with their parents about the subjects they wish to study in KS4.

We call this the Options Process and this letter sets out the key dates for this process. The two main events for parents are the **Options Briefing Evening on Thursday 12th January 2017** and the **Consultation Evening on Thursday 16th February 2017** with the **options forms to be returned by Monday 27th February 2017**.

YEAR 9 OPTIONS BRIEFING EVENING

We have pleasure in inviting you to a Year 9 Briefing Evening on **Thursday 12th January 2017** at Windmill Lane. In recent years the Briefing Evening has been very popular and the hall has been very busy. Therefore, we run two sessions. For parents of students in **9Q-JHG, 9R-WSI, 9S-CGO, 9T-HCO and 9U-DCH it will be at 6.30pm**. If your son/daughter is in **9V-DMO, 9W-LDN, 9X-SPU, 9Y-TMO and 9Z-KMC it will be at 7.45pm**. If the suggested time is not convenient then please feel free to come to the other session. We hope this arrangement gives you more opportunity to ask any questions you may have. The Key Stage 4 Curriculum and the Options Process will also be explained. Students are not expected to attend since they will be fully briefed during the morning of 12th January. You will receive a copy of the **Key Stage 4 Curriculum and Options booklet** via your child in advance of the evening.

YEAR 9 CONSULTATION EVENING

We would also like to invite you to the Year 9 Consultation Evening on **Thursday 16th February 2017**. The evening will **start at 3.00pm and finish at 7.30pm**. We would like your daughter/son to attend the Consultation Evening with you, so that the teachers can discuss their progress with them and you. You will also be able to talk to teachers about all the subjects in the Key Stage 4 Curriculum including any your son/daughter might be choosing. Students should wear school uniform. Teachers of subjects that your child may not yet have studied will also be available and if your child is considering opting for one of these subjects we would strongly recommend that you talk to these teachers during the evening. The leaflet that you receive when you arrive in school on that evening will show where these staff will be located. **School will finish early at 1.15pm on that day to accommodate more appointment times.**



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Please make a note of the following arrangements:

Appointments: These should be booked online using our Parents Evening booking system. Further details of how to do this will follow after Christmas.

Parking: We would be grateful for your co-operation in making sure that traffic moves smoothly along Windmill Lane. As there are going to be a large number of vehicles could you please approach the school from the London Road end. There is very limited parking space on site and therefore Windmill Lane and Highfield Road should be used.

Entry: Please enter the school through the Main Door at the front of the school and sign in at the desk.

KS4 OPTIONS PROCESS - KEY DATES FOR YEAR 9 STUDENTS AND PARENTS

Thursday 12th January 2017

- Period 1 or 2: Presentation by Mr Conroy and Mr Jones to Year 9 students: 'How the Options Process works'.
- Key Stage 4 booklet and options information and forms sent home.
- Year 9 **Options Briefing Evening** (Windmill Lane) at 6:30pm or 7:45pm.

Friday 20th – Friday 27th January 2017

- Mentoring Interviews with all Year 9 students focusing on options and careers.

Thursday 16th February 2017

- Year 9 Consultation Evening from 3.00pm - 7.30pm. Students are expected to attend with their Parents/Carers. There will also be information about Key Stage 4 courses and teachers available to answer your questions.

Monday 27th February 2017

- Deadline for options forms returned to Mr Friend

We look forward to seeing you on the dates mentioned above but, if you have any queries in the meantime, please do not hesitate to contact the school.

Yours faithfully

Mr. M. Conroy
Deputy Headteacher

Mrs H Timson
Head of Key Stage 3

Mr G Friend
Head of Year 9