

02 February 2024

Dear Parent/Carer,

### **GCSE Options process 2024**

It is the stage of the academic year when we launch the GCSE options process for Year 8. In the fortnight commencing 6 January Year 8 students will begin looking at the process of choosing subjects with their RHPD teachers. This is in preparation for the Options Process after half term.

All Year 8 students will be given an Options booklet which outlines the school's approach to Key Stage 4 study and the curriculum and also details all the different subjects available. They will bring these booklets home before the half term break. Additionally, we will post the booklet and a copy of the options form on the [school website](#) from **Monday 5 February**. On the evening of **Wednesday 21 February** I will be providing a presentation for parents and students on the practicalities of the process itself and staff will be available from each of the optional subjects to discuss courses with you and your child between 5.30pm and 7.00pm. A recording of the presentation will be available on the website after the event. On **Wednesday 28 February** between 3.15pm and 4.30pm, there will be senior staff available in the LRC to answer any questions raised by this presentation. Amongst them will be Ms McCaughan, Mr Aschettino and our Career's Manager, Ms O'Brien. Please feel free to drop-in to discuss any questions you may have. The Year 8 parents' evening then follows on **Thursday 7 March** when, again, Ms O'Brien will have available slots for booking should you have further questions.

Year 8 students will then need to complete an options form. This form will be handed to students by tutors in the week beginning **19 February**. The deadline for the completed forms to be returned to tutors is **Thursday 14 March 2024**. We need all forms returned by this deadline so that we can allocate groups and organise staffing and resources. However, if students change their minds following the deadline they are welcome to request an adjustment to their options which we will accommodate if possible. It is important to note that while most students will get their preferred option choices there will be instances where clashes in the timetable or excessive numbers, particularly in subjects where specialist rooms and equipment are necessary, mean that we will have to allocate reserve choices.

I hope this letter is helpful in outlining the options process and explaining what resources, materials and support will be available to students and parents throughout this important process.

Yours faithfully,



Ms Z Sorrell  
Deputy Headteacher



Miss M McCaughan  
Head of Year 8