

29 January 2015

Dear Parents/Carers

We are holding our **Key Stage Four Courses Advisory Evening** for parents and carers of Year 9 pupils on **Wednesday 11th February, from 5.30 pm and finishing at 7.30 pm**. At this evening you will have the opportunity to consult individual Heads of Department and subject staff to help you decide on the option choices that are most appropriate for your son/daughter. Senior staff, form tutors and career guidance staff will be available to answer any of your questions and to discuss any concerns that you might have. There will also be displays of current GCSE work for you to see, so that you will be able to gain an insight into the courses that your child will be following next year.

Key Stage Four course booklets and options forms will be given out to pupils by Friday 30th January (an electronic version is also available on the school website). In order to support Year 9 pupils in making the right choices they will also have the opportunity to speak directly with their Form Tutor. These meetings are taking place from now and until Tuesday 24th February. This provides an opportunity for all Year 9 pupils to ask specific questions about their options. It is important to note that the final deadline for the completed Options Form to be returned is **Friday 27th February** and this should be **returned directly to your child's Form Tutor**.

If at any time you are concerned about your child's options please do not hesitate to contact school via email: year9admin@helsbyhigh.org.uk so that a convenient appointment can be arranged for you to come into school to discuss the matter. We do hope that you will be able to be with us on this important evening and that you will find it a productive occasion.

We look forward to welcoming you.

Yours sincerely



S Capstick
Deputy Headteacher



P Howe
Key Stage 3 Leader