

«Parental_addressee»
«HouseNumber» «Street»
«District»
«Town»
«County»
«Postcode»

18 January 2016

Dear «Parental_Salutation»

Year 9 Options Information evening - Wednesday 3 February 2016

In preparation for their option choices, all Year 9 students are participating in an options guidance programme and should soon be in a position to make informed choices after further discussions with you. As part of this programme we would like to invite you and «Forename» to a Year 9 options information evening. The evening will include a formal presentation in the Main Hall where you will have the opportunity to find out more about the options that «Forename» will have next year. In addition, curriculum leaders from each Faculty will be available, in the Art and Science areas, to answer any questions you may have about their subjects at Key Stage 4.

The options presentation will be repeated in the Main Hall at 5:00 pm and 5:45 pm. Faculty staff and their displays will be in the Art and Science areas from 5:00 pm until 7:00 pm.

You are free to come and go throughout the evening but we would urge you to attend one of the presentations which will inform you of how the options process works at Kingswood Secondary Academy.

During the evening you will receive a comprehensive curriculum guide called '*Options 2016*'. This will explain in detail the range of courses on offer in Years 10 and 11. In addition to the curriculum leaders we will be joined by Ian Doherty, our choices advisor, who will be available if you wish to speak with him for additional guidance. Apart from during the formal presentations I will also be available to answer any questions you may have.

I look forward to seeing you on the evening.

Yours sincerely



Mr J Lawson
Assistant Principal