

PWA/KEL

January 2022



**Sawston
Village College**

Principal: Mr J P Russell

Dear Parent/Guardian

Key stage 4 options process, 2022

This letter outlines the key dates in the options process by which Year 9 pupils will be asked to identify their preferred examination courses for Years 10 and 11.

- ❑ **26 January: Launch to pupils - Year 9 Careers Conference**
Lessons during periods 2-5 on that day, will be given over to explaining the options process to pupils. This will include a launch assembly, an introduction to the key stage 4 options booklet and a series of subject taster sessions for pupils.
- ❑ **27 January: Launch to parents – Year 9 Options Evening**
In accordance with our latest COVID risk assessment, this will remain an online event. The format will be a pre-recorded video presentation for parents to watch at their convenience. This will be followed by links to the key stage 4 options booklet and a series of pre-recorded presentations by subject leaders. A dedicated school email address: options2022@sawstonvc.org will be available to answer specific questions and queries.
- ❑ **4 February: Year 9 spring reports issued.**
Spring term progress reports will support decision making by giving parents and pupils an update on progress and engagement in each subject area.
- ❑ **24 February: Year 9 Parents' Consultation Evening.**
This will be an opportunity for parents and pupils to meet with subject teachers, to discuss current levels of performance and to understand the suitability of different courses. You will receive a separate letter concerning appointments for this event.
- ❑ **25 February-10 March: An Options Interview.**
Parents and pupils will be invited to an online interview with a senior member of staff. This is not a selection process but a chance to discuss choices and to receive further, individual guidance. Interviews will last 15 minutes and you will receive an appointment time next month.

The final deadline for submitting the option choices is **11 March**. A link to the required form will be shared when parents and pupils are invited to their options interview. If we are unable to offer first choices and need to use reserves then you will be contacted. Confirmation of the final offer will be sent home in early May.

If, at any time, you would like further information or advice, please do not hesitate to contact your son or daughter's Mentor or Year Lead, Mrs Wombwell.

Yours sincerely

P Wallace

Deputy Principal

