



'The school's work to promote pupils' personal development and welfare is outstanding'. (Ofsted)

18th January 2021

Dear parent/carer,

As you will be aware your child will be choosing their options to be studied in Key Stage 4 this year. We have an options evening scheduled for Thursday 4th February which will now go ahead via our parents evening software SchoolCloud. Following this your child will be asked to complete a Microsoft Form detailing their subject preferences. Please follow the instructions on the form carefully, the deadline for completion is Friday 19th February.

You will find the link to the Microsoft Form below:

<https://forms.office.com/Pages/ResponsePage.aspx?id=cLsZttGXUkeW1xet3QGYJich4MDEItxKm7d-OD1gkIRUOVJNR1YwMUEyRDdYNTVIMkJUUVU5CS1ROUy4u>

We understand that the decision about which subjects to take can be a difficult one, so to support your child in this process we have produced a variety of materials which you will find on our website by following this link <https://hhhs.net/year-9-options/>, these include:

- An options booklet which outline the key information about each subject including course content and how the subject is assessed. You will find a copy of this attached to this ParentMail communication;
- Videos in which the subject teachers outline the key information about each subject;
- A presentation outlining the process of choosing options and the options interview;
- Links to other website including BBC Bitesize, Informed Choices and a government subject choices link.

This year our process will be slightly different as we would usually interview every student and parents, however the current situation makes this very difficult. Instead we will consider the combinations of subject taken and identify individual students that may be required to review their choices and seek a parental meeting. In addition, if a child is finding it very difficult to choose and wishes to have an interview with their parents and a member of SLT, then we will try to facilitate this.

Key Dates

- Wednesday 3rd February – options assembly via Teams to all Year 9 students;
- Thursday 4th February 4-7.30pm – options evening via SchoolCloud;
- Friday 19th February – deadline for options preferences via Microsoft Forms;
- Friday 19th February to Monday 8th March – options interviews;
- Monday 8th March onwards – production of school timetable and re-interviews for any students whose choices clash.

Options/Parents Evening

This will take place on the 4th February from 4pm. Please ensure you have watched the presentation by Mr Holt on the options page of our school website. This presentation explains the options process, gives details about the subjects that can be chosen and explains how to submit your three subject preferences. On the evening appointments are available with teachers on SchoolCloud (www.hawkeyhall.schoolcloud.co.uk). You should make your appointments with teachers between 4.00 and 7.30 depending on teacher availability, there is a 'how to guide' attached to this letter and a

video on the homepage of our school website. Further details, including log on information, will be sent out in due course.

Please read the details carefully and book the appointments with your child's teachers so that you can discuss their progress to date and strategies for further improvement moving forward. The appointments are fixed for a duration of five minutes and then you go to your next timed appointment.

For English, Maths and Science these will be traditional parents evening appointments to discuss your child's progress, attitude to learning and engagement with online learning. For all other subjects the same information will be discussed, but there will also be an opportunity to discuss the information on the booklet and videos, including GCSE content and assessments. This will help your child make their decision around whether or not that subject choice is for them.

Options Interview

As stated earlier these will take place between 19th February and 8th March. We will identify students that we wish to interview and contact you to arrange a convenient time to hold the interview via Microsoft Teams. Students that are not selected by school for an interview can still request one by sending an email to year9options@hhhs.net. However, please bear in mind that the current situation makes it more difficult to conduct these interviews and there will be a reduced number of slots available.

Communication with school about options

We have set up a dedicated options email to handle all queries regarding Year 9 Options (year9options@hhhs.net). Please use this email for all queries regarding the process or to inform us that you would like an options interview as this will allow us to deal with your queries in the most efficient way possible. Please do not contact us via telephone to discuss the options process as we are trying to leave the lines free for queries and technical issues around the online learning provision we have in place.

Once the interviews have concluded we will begin to create the school timetable. At this point there are always a small number of students whose subject choices clash and need to be re-interviewed in order to select a different combination of subjects. If this affects your child, then school will contact you to explain the situation and choices available. If you do not hear from us regarding this then you can assume that there are no problems with the choices made.

Should you have any technical concerns please contact school with regards to this prior to the evening. If, after parents' evening, you require further clarity on a particular matter, then please feel to contact school and the appropriate member of staff to deal with your concern will then contact you in due course.

Yours faithfully,

Mr S Holt
Deputy Headteacher