



Bishopton Road West, Stockton-on-Tees
T: 01642 704970
E: enquiries@ourladyandstbede.org.uk W: www.ourladyandstbede.org.uk



OUR LADY & ST. BEDE
CATHOLIC ACADEMY

Headteacher: M Wilkinson
CEO: M Regan OBE, DL M.Ed., B.Ed (Hons), FCIEA, CEA
Chair of Directors: Cyndi Hughes LLB (Hons), M.Ed., M.Phil

26 February 2021

Dear Parent/Carer,

Year 9 is a pivotal year in your child's education as they make choices for examination courses in years 10 and 11. Whilst we will have to take a different approach this year, we aim to support our pupils as fully as possible with a series of events designed to inform pupils and their families about the courses offered at Key Stage 4 and the progression routes into further education and careers.

We are very much looking forward to pupils returning to school during the week beginning 8th March. The following week, once pupils have settled back in, we will launch a **Key Stage 4 Information Week from Monday 15th March**. Pupils will be provided with the Key Stage 4 Information Booklet which explains the process of how pupils will choose the subjects they will study next year and gives detailed information about each course. There will be assemblies and special lessons throughout this week to give pupils an overview of what each subject entails at Key Stage 4 and the exciting opportunities for further study and careers.

We will not be able to welcome families into school for our Key Stage 4 Information Evening this year so will instead hold a **Virtual Information Evening on Tuesday 16th March**. Pupils and their families will be able to access a series of videos on the school website to find out more about each subject, the options process and guidance on further education and careers.

On **Tuesday 23rd March** we will hold a **Virtual Parents Evening** between **3pm and 6pm** where parents and carers will be able to book an appointment to speak to their child's form tutor remotely using Teams. Parents and carers will be able to discuss the progress of their child and seek further advice and guidance on the courses they should take at Key Stage 4. Further details of how to book appointments will be sent out to all parents and carers nearer the time and we will also post information on the school website.

To choose which subjects pupils will study at Key Stage 4, pupils must complete an online form. The form will be available on the school website from 15th March and will accompany the resources for the virtual open evening. To access the form, pupils will need to log in using their school username and password. If pupils are unable to complete the form online a paper copy will be included with the Key Stage 4 Information Booklet which pupils will receive. This may be completed and returned to Mr McAuley at school. **The deadline for completing the form is at the end of the day on Thursday 25th March.**

A summary of the key dates is included below.

- **W/B 15th March: Key Stage 4 Information Week for pupils**
- **16th March: Online Virtual Key Stage 4 Information Evening from 4pm**
- **23rd March: Virtual Parents Evening 3pm – 6pm**
- **25th March: Deadline for the completion of options forms**

Choosing the subjects that pupils will study at Key Stage 4 is always a very exciting time. I hope that these events provide pupils and their families with the ability to make informed choices, though if you have any further questions about the options process or need any additional support please do not hesitate to contact me at school.

Yours faithfully,

Mr M McAuley
Assistant Headteacher

