

The Harefield Academy

Achievement through Active Learning

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Dear Parents/Carers,

Whilst walking around The Academy it has been fantastic to see the students already fully engaged in their new options. Choosing the right GCSE subjects in Year 8 can be challenging for parents and students alike. To support students in making appropriate choices, students in Year 9 will be allowed to change their options if this can be facilitated in the option blocks that are running and classes are not full. This will be permitted up until the end of the autumn term and will provide a good opportunity for students to experience the expectations of different subjects and give them a chance to change subject where they are not enjoying the course. These changes will be facilitated until the end of December 2017 after which time students will need to maintain their options for the remainder of Key Stage 4.

If a student wishes to change an option they will need to speak to Mrs Bolger, Student Manager for Year 9, to obtain a change of option form. The students will be responsible for getting all sections signed by the current subject teacher and the teacher of the class they wish to change to. This gives the teacher the opportunity to explain more about the subject they will be changing to. At this point parents/carers need to sign the form to indicate that they are happy with the change. The student can then bring the options form to Mrs Williams at lunch time on Friday and, if the subject fits in the option blocks and there is space in the classes timetables, will be amended in time for the Monday morning and a new timetable will be printed.

We hope that this process will ensure that all students are happy on the courses that they have chosen. I have attached a copy of the form and the options blocks so that you can see what alternatives are available.

If you have any concerns please contact me at The Academy.

Yours sincerely,

Mrs Helen Timmins
Deputy Headteacher