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21 September 2023

Dear Parents/Carers

**Year 9 Options Subjects**

I hope that your son/daughter has had a positive start to the new academic year, and has enjoyed the first few lessons of their Year 9 Options Subjects.  When students made their choices in Year 8 we were keen to share plenty of information to help them to make informed choices.  We do, however, understand that in some cases, something will have changed between then and now, which could mean that your child wishes to change options subjects.

To address this, we are holding a **Transfer Window** on **Thursday 28 September 2023**.  This is a final opportunity for any student who is unhappy with their current options subjects to request a permanent transfer to an alternative subject.  After this time, it will not be possible for any further students to switch subjects as they will have missed too much learning to allow this to happen.  If your child does change subject, they will need to catch up on any work they have missed in the course so far.

It is important to note that, whilst we will do our best to accommodate student's preferences, some subjects are now full and it will not be possible to move into these classes unless another child moves out (hence having a single transfer window deadline).

If you wish for your child to be considered to move options subjects, we ask that you first re-watch the subject information videos which remains available in the Curriculum section on our school website ([here]), as this will help your child to understand what they will learn in their chosen subject.  You should then complete the form by following this link https://forms.office.com/e/4EsREWtR9S by 3.20pm on Thursday 28 September 2023.

If you have any further questions, please do not hesitate to get in touch with me on ept@cardinalheenan.com.

With kind regards

Ms L Stockton-Pitt
Deputy Headteacher (Quality of Education)