



17 March 2020

Dear Parent / Guardian

## Year 9 Options

The Government has made a significant change yesterday to the advice regarding self isolation and avoiding unnecessary social contact. It is therefore highly unlikely that we will be able to hold the **Options Evening on 20 April** or the **Parents' Evening on 4 May**. This means that our students will need to make their options choices without having had conversations with staff.

This is a very important stage in your child's career as they select their four subject options for their final two years at Westfield. Teachers and tutors have been talking to the students and I know that many students are already very clear about the options they wish to make. We fully appreciate that making the right decision is important and that you may have questions about either the process or which subjects to choose. In order to support you we have created a new email address:

[Options@westfieldacademy.co.uk](mailto:Options@westfieldacademy.co.uk)

We will endeavour to respond to each query within 24 hours.

We are currently finalising the options booklet and this will be available on the school website by the end of this week. This year we are operating an online options choice system. Full details of how this will work will also be on the website.

To enable you to complete the online options process we need a valid email address for you. If your email address has recently changed please contact the office to update your details. If you do not have an email address please contact the school to discuss alternatives.

This year we are hoping to introduce GCSE Photography. This will be limited to 15 students. If this course is oversubscribed we will invite students to write a short letter outlining their reasons for selecting photography.

If government advice changes and we are able to hold either of the Year 9 Parents' Evening we will update you. We have started this process earlier than planned as we understand the difficulties that may occur in completing this online.

The final deadline for all option choices to be made is **Monday 11 May 2020**.

Yours faithfully

**Mr. M. Reid**  
Deputy Headteacher



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