



December 2018

Knox Academy

Head Teacher **Susan Cook** BEd (Hons) MEd SQH

Pencaitland Road
Haddington
East Lothian
EH41 4DT

Tel 01620 823387
knoxacademy@knox.elcschool.org.uk
www.ka-net.org.uk

Dear Parents/Carers,

Coursing Arrangement for 2019

I wanted to write to all parents and carers of pupils in S2-5 to make you aware of some changes we have made to the coursing arrangements for this year. Hopefully you will agree that these will be a positive addition to the coursing experience.

Firstly, all pupils will have an individual learner pathway interview with their Guidance Teacher, to allow them to choose their courses and pathways of study for 2019-20. The interviews will be approximately 10 minutes long and will aim to consolidate the work your child will have done at home and in school looking at course options, opportunities and recommendations for their future. All pupils will receive an appointment slip during registration, to meet with their Guidance teacher at an agreed time during the weeks outlined below. Please note that these dates are significantly earlier than in previous years to allow for appropriate planning in line with our new curriculum structure and the move to the new common school day times (7 period days, Monday – Thursday, 4 period day on a Friday).

Progression Pathway Interviews are scheduled for the following dates:

- S2 moving into S3 - w/b 21st January 2019 (Coursing choices completed by 18th Jan 2019)
- S3 moving into S4 – w/b 14th January 2019 (Coursing choices completed by 25th Jan 2019)
- S4 into S5 and S5 into S6 – w/b 4th February 2019 (Course choices completed by 8th Feb 2019)

One week prior to each interview week, there will be an assembly for the relevant year group. We will discuss the process and expectations with each year group during these assemblies. Pupils going from S3-4, S4-5 and S5-6 will be asked to complete their coursing form with signed recommendations from their teachers prior to the coursing interview. **All course choice forms need to be completed and signed by pupils, parents/carers and appropriate teachers prior to the coursing interview date.**



East Lothian Council

As well as these interviews we are holding **two event evenings** and we would be delighted if you attended with your young person. They are both in the first week after the Christmas break and offer two consecutive nights to allow us to share as much information as possible with you prior to the beginning of the coursing process and to support our young people in making informed choices. Pupils will also have workshops with many of the provider, during the school day on Wednesday 9th January.

1. **Wednesday 9th January at 6.30-8pm Progression Pathway Information Evening.** This will involve presentations from school staff, former pupils and our partner agencies who offer arrange of new and exciting opportunities (e.g. Foundation Apprenticeships, East Lothian Works and the School College Partnership). As there are some fairly significant changes to our curriculum structure and period timings, it would be very helpful if as many parents and carers could attend this event as possible.
2. **Thursday 10th January Careers Event from 6-8pm.** This is being organised by the Pupil Learning Team, Parent Council and DYW (Developing the Young Workforce) to support our efforts to foster an ethos of ambition, one of our 3 school values. There will be a wide variety of jobs, professions, further education providers and courses represented so come along, gather some information from the experts and be inspired!

In previous years we have issued course choice booklets which list all the available subjects and entry recommendations. These booklets will all be available online and we will email and text parents/carers to let you know when they are published. We intend to have these available approximately 2 weeks before the coursing interviews. The S3 moving to S4 booklets will be available from **Thursday 20th December 2018**, at the following link knox.is/coursechoice . This allows parents/carers to spend time at home researching and discussing options with their young person well in advance of the course choice interview. If you do not have access to the internet a hard copy of each of these booklets can be picked up at the school office.

I look forward to seeing you all early in 2019. Please do not hesitate to get in touch if you have any queries.

Yours faithfully,



Caroline Falconer
Depute Headteacher