



19<sup>th</sup> January 2023

STATION ROAD KNOWLE SOLIHULL B93 0PT  
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WWW.ARDEN.SOLIHULL.SCH.UK

Dear Parents/Guardians of Year 9 Students

**Initial Options Choices for Review**

During form time today, Thursday 19th January, your child made their INITIAL option choices. Hopefully they have made these choices using all the information available to them, including:

- Arden Options Website <https://sites.google.com/arden.solihull.sch.uk/options2022/home>
- [Options Brochure](#)
- Subject specific assemblies
- Assembly from Miss Page & Mr Hooper giving general options advice
- Information from their subject teachers

The initial choices have been made on paper and **the students will bring home a copy of this to talk through with you.** If your child was absent today, we will arrange for them to complete the form when they are back in school and bring home a copy.

Making these initial choices is an important step in the process. A lot of students change their mind about their options at some point in the process. This step is designed to make them think carefully about the choices they have made, and gives them time to gather more information and ask for more advice. When students wish to change their minds later in the process it is sometimes too late and not possible to change once the timetable has been written.

As we are approximately half way through the options process, here is a reminder of the remaining stages:

What	When	Why
<b>Initial options choices are made</b>	Jan 19th 2023	All students identify an initial set of choices and reserve subjects. <u>These are NOT the final choices.</u> This process helps children make an initial decision which they can then change. Your child will also bring a copy home to show you.
<b>Initial option choices are reviewed by pastoral and senior staff</b>	Between 19th Jan to 15th Feb 2023	This will enable a sense check of initial choices and advice can be provided at this point if it is needed.
<b>Parent/Guardian Consultations</b>	9th Feb 2023	By this point the final option choices should be clear in the child's mind. This final stage allows for last minute questions and information gathering.
<b>FINAL choice option form OPENS online</b>	5pm 9th Feb 2023	During these 6 days students will enter their FINAL choices into an online form.



<b>FINAL choice option form CLOSES</b>	9am 15th Feb 2023	
<b>Option blocks are written</b>	Feb Half term	Over the half term holiday Miss Page will build the option blocks around the FINAL choices each student makes. <b>If option choices are submitted late there is a chance we will not be able to give a child their first choice</b>
<b>Options confirmation meetings with senior staff</b>	2nd half of spring term	We are able to offer the vast majority of students their first choice of options. If a child picks an unusual combination that we cannot offer, then alternatives and reserve subjects will be discussed during this time period
<b>Requests for changes will be processed</b>	During w/c 24th April 2023	Any requests to change options will be processed during this week only. No further changes will be accepted after this date.
<b>Requests for changes will be considered</b>	By the end of the third week of <b><u>Year 10</u></b>	Once a child has started a course, very occasionally they may wish to change. This request, along with the reasons, will need to be submitted to Miss Page & Mr Smith and their decision will be final. It is unlikely that changes will be granted, only in exceptional circumstances.

Please do ask your child to show you their initial choices and most importantly, please discuss with them why they have made those choices.

If they change their mind before the on-line form opens you DO NOT need to tell the school. Your child will simply fill in their new choices on the on-line form.

Yours sincerely



**Miss Page**  
Deputy Headteacher



**Mr Hooper**  
Deputy Headteacher



**Mr Reed**  
Director of KS3



**Mr Smith**  
Head of Y9