

Longfield Academy
Longfield Road
Darlington
DL3 0HT
T: 01325 380815 / 380816

E: enquiries@longfield.swiftacademies.org.uk

W: www.longfield.swiftacademies.org.uk

Chief Executive: Mr D Judson, Bed, NPQH
Headteacher: Mrs A Sweeten, BA (Hons) MA, NPQH
Deputy Headteacher: Mr S Rawle, BA (Hons), MA

15th February 2024

Dear Parent / Carer,

Re: Year 9 Options & Parents' Evening – Thursday 14th March 2024 (0073-23ASW)

The Year 9 Options Evening will take place in conjunction with Parents' Evening on Thursday 14th March 2024, 4.00pm – 7.00pm.

Please arrive at the academy between 4:00pm and 5:00pm in preparation for a presentation in the main hall. Prior to and following the presentation, you will be able to speak to subject teachers about your child's progress and suitability for courses to study.

We strongly advise that your child accompanies you to this event, so they have the relevant information in order for them to make an informed decision about their option choices. If your child cannot attend, please make sure they give you a list of their teachers so that you're able to plan who you need to speak to on the evening.

From Monday 11th March 2024, an options brochure detailing each course will be made available on the school website accessed via the homepage or by using the *Students > Options 2024* tab <https://longfield.swiftacademies.org.uk>

The format of the evening is as follows;

Please arrive at the Academy between 4:00pm and 5:00pm ready for the presentation in the main hall at 5:00pm	
4:00-5:00	An opportunity to speak to staff about your child's progress
5:00-5:30	A presentation in the main hall, for all parents / carers and pupils, outlining the options process and how to complete the Options Form
5:30-6:30	An opportunity to speak to staff about your child's progress
6:30-7:00	An opportunity to speak to Senior Leaders regarding any options queries in the main hall

On the evening there will be representatives from post-16 training and education providers available to discuss course entry requirements.

Options Form and Choices

The deadline for submission of the Options Form is **Friday 23rd March 2024**. Options forms should be completed online using the forms link which will be available from 14th March 2024. After this time, pupils will be provisionally mapped into classes. Pupils will then take part in interviews to ensure that they have made the best choices. Any changes made at this time will be discussed with parents / carers.

It is important to take the time to fully understand the courses offered. Once selected, it can become difficult for options to change as class sizes will be determined based on initial pupil choices. Please also be aware, subjects that do not receive selection from 12 or more pupils may not take place.

Other Information

If you have any further questions regarding the evening or the options process or are unable to make the options evening and would like to meet to discuss options further, please contact me via main reception on 01325 380 815 or by email kthompson@longfield.swiftacademies.org.uk

Yours faithfully,

A handwritten signature in black ink, appearing to be 'K Thompson', written over a faint circular stamp or watermark.

Mr K Thompson

Assistant Headteacher