



Kirkwall Grammar School

Kirkwall, Orkney, KW15 1QN
Tel: (01856) 872102 Fax: (01856) 877699
Email: admin.kgs@glow.orkneyschools.org.uk
Website: www.kgsorkney.com



Head Teacher: Mr D Hawkins

7 January 2019

Dear Parent/Guardian

Course Choice at KGS for S2 pupils 2018/19

This years updated Option forms and Course Descriptors for S2 into S3 pupils will available on the school website from Monday 14 January. There will also be a short presentation to view which gives guidance on completing the form.

The documents can be found at www.kgsorkney.com under the Parents Section > Options. In the course descriptors parents will find information about the courses available. Parents may also find useful information about course choice and progression on the following websites:

www.myworldofwork.co.uk

www.planitplus.net

Other useful links can be found in 'Careers' and 'Further & Higher Education' in the Pupils menu of:
<http://www.kgsorkney.com/>

We will try to offer pupils the courses they have opted for. However, it may not always be possible to offer every combination of subjects. Sometimes too many or too few students choose a particular course and sometimes timetabling is not possible due to staffing and accommodation restrictions. However we are committed to allowing a "free choice" in S2 into S3 other than Maths and English.

In S2 each pupil will be given a careers appointment as well as an individual interview if required by their Guidance teacher. If Parents need further advice then Guidance staff will be happy to arrange a meeting time to discuss options. Pupils will be issued with white 'draft' option forms to practice with during PSE time. The final form will be green and also issued by Guidance staff when pupils are ready to submit their choices.

Key Options dates

14 January

S2 into S3 options open. Pupils receive practice options sheets in PSE

20 February

S2 into S3 options close

Early returns are very welcome as this allows staff to enter choices onto our Options Programme but it is essential that Option forms are returned by 20 February as pupils who hand in their forms late may not get all their choices

Yours faithfully

Neil Ewing

Deputy Head Teacher