

Dear Parents/Carers

Re: Key Stage 4 Options process

I am writing to inform you that we are now starting the Key Stage 4 Options process for students in Year 9. This is where students select a number of subjects which they wish to continue studying in Years 10 and 11; a process where students make significant decisions about their future studies.

Outlined in the table below are the details of how the process will operate.

Date	Activity
9th January	Options process begins: Parent Information evening
13th January	• Assembly for Year 9 students explaining the process • Options booklet emailed to parents
Week of 13th January	Discussion and activities in form time on the options process and option subjects
20th January - 14th February	• Options interview for each student with a member of the Options Team • In the interview, option subject choices will be discussed and subjects selected • Following the interview parents will receive a copy of the subjects discussed and selected. Parents may either accept the subjects selected in the meeting or contact the school for further discussion by emailing: options@tas.herts.sch.uk
26th February	Deadline for any amendments to the subjects selected
July 2025	Option subject allocation confirmed

During this process we want to provide as much support and guidance as possible through the options booklet, the online resources and the interviews with students. We have a dedicated options page on the school website: <https://www.tas.herts.sch.uk/> which contains a range of information, including videos from Curriculum Leaders giving details of each subject, a copy of the options booklet, the presentations shared with students and parents.

If you have any additional subject-specific queries please encourage your child to speak to their subject teacher or the Curriculum Leader for the subject as they will be best placed to answer.

For general queries, or for where more advice and guidance is needed, please contact the school using the Options Query form on the school website, or by emailing options@tas.herts.sch.uk Once we have received your query it will be passed on to the appropriate member of school staff so they can respond to you.

I hope you find the information you are provided with helpful and informative. We look forward to working through this process over the coming weeks and ensuring students embark upon courses in September 2025 which will lead them to success in the summer of 2027.

Yours faithfully



Melanie Cook
Deputy Headteacher