

Options Handbook 2016

Guidance on how to apply for Options

Application Forms

‘Keeping your options open’

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INTRODUCTION TO THE OPTIONS PROCESS

Dear Year 9 Students, Parents and Carers,

In Year 10, students begin Key Stage 4 of the National Curriculum.

At JFCS, this consists of a compulsory Core Curriculum and up to four 'Options':

either four subjects in school, or two subjects in school and one 'double' vocational option (Construction) taught at Derby College.

This booklet offers guidance on options and the process of applying for Options between now and 12th February 2016. It should be read in conjunction with the JFCS Key Stage 4 Curriculum Handbook.

- | | |
|--------|---|
| Step 1 | Students apply for six courses in order of preference. |
| Step 2 | The school analyses the applications, organising its offer into four Option Blocks. These will reflect our best effort to give everybody their first four subjects of choice, subject to staff availability and the requirements of the school timetable. |
| Step 3 | Every student will be offered a subject in each of the four Option Blocks. Hopefully, these will be their first four choices, although this cannot be guaranteed (this is why we need students to choose up to six courses). |

All Option courses lead to qualifications, either GCSE or their vocational equivalent. Note that though all subjects have vocational relevance, Construction and Health and Social Care are linked to particular occupations. Before choosing, students should consider subject information very carefully and take advice from parents and carers, subject teachers, tutors and careers advisors.

In particular, students should think about:

- What they are interested in and think they will enjoy working hard in
- What they are good at
- Their ambitions for when they leave school (post-16)

The school will do its best to offer a curriculum which meets their individual needs and aspirations. Where students are unable to obtain their first four choices of subjects, alternatives will be discussed.

Please note that after the offers have been confirmed, and the school timetable completed, it will be very difficult for students to transfer from one option to another as most groups will be full.

So choose carefully.

If you need any further guidance or support during this important time in your school career, please let me know.

P Moore
Deputy Headteacher

OPTIONS CALENDAR 2016

WEDNESDAY 20 JANUARY 2016	Options booklets issued to Year 9 students. Year 9 Assembly: Options
THURSDAY 21 JANUARY 2016	Year 9 Parents Options Information Evening: <ul style="list-style-type: none">7.00pm-7.30pm: Presentation about Curriculum and Options, followed by discussion about Vocational (College) Courses7.30pm-8.30pm: Individual queries with key staff
FRIDAY 12 FEBRUARY 2016	Derby College 'Taster' for Construction course
TUESDAY 2 FEBRUARY 2016	Year 9 Parents Evening: An opportunity to discuss the feasibility of options choices with subject teachers.
22 JANUARY - 12 FEBRUARY 2016	Options Application Forms returned via form tutors who will check them before passing them on to Mr. P Moore.
FRIDAY 12 FEBRUARY 2016	Deadline for return of Options applications.
TUESDAY 8 MARCH 2016	School Governors' Curriculum Committee approve provisional offer to students.
TUESDAY 22 MARCH 2016	Full Governors' Meeting to approve finalised Options offer.

DRAMA SUITE
MUSIC ROOM

For students applying for Vocational Courses:

- 12th Feb Derby College Taster Day for Construction Course
- Early Feb (TBC) Taster sessions for Business and Health and Social Care
- 8th March Applications for Construction course passed on to Derby College
- 9th March – 25th March Selection interviews by Derby College.

Please note that applicants will not automatically be successful.

Notification to students/parents/guardians of outcome of Options applications:

- JFCS by 15th April
- Derby College during May at the earliest

Please note:

Options applications will not normally be accepted or amended after the **12th February 2016 deadline** (except in case of discussions about Vocational courses).

THE OPTIONS PROCESS: SUPPORT AND GUIDANCE

In addition to the events listed on the Options Calendar 2016, support and guidance is available as follows:

1. **The JFCS Key Stage 4 Curriculum Handbook 2016-18:**
essential information on all of the subjects offered at the school and additional information on the Options process.
2. **Mr Krbacevic Year 9 Head of Year Progress, and Year 9 form tutors:**
to discuss suitability of choices, combinations of subjects, and check application forms.
3. **Miss Hunt and the Inclusion Team:**
an essential source of guidance and support for students who work in the Study Centre.
4. **Year 9 Assemblies:**
update information about the progress of the Options process.
5. **SMSC/Careers lessons:**
these will focus on the Options process before and during the period when students are making decisions, and how these link to careers and Post-16 pathways.
6. **Mr Bannister (Head of Careers Education) and Mrs Redhead (Asst. Headteacher / KS4 Manager):**
further guidance on how Options choices link to careers and Post-16 pathways..
7. **Subject lessons:**
an opportunity to get in depth information about subjects by talking to the people who teach them.
8. **Parents' Evening:**
further opportunity to get in depth information about subjects and a student's suitability by talking to the people who teach them.
9. **Mr Moore (Deputy Headteacher):**
for any outstanding queries.

THE KEY STAGE 4 COURSES OFFERED AS OPTIONS

Full details of these courses can be found in the **JFCS Key Stage 4 Curriculum Handbook** which accompanies this Options guidance.

Art & Design
Business Studies
Computer Science
Construction
Design Technology - Food Technology
Design Technology - Graphic Products
Design Technology - Resistant Materials
Drama
French
Geography
German
Health and Social Care
History
ICT
Music
Option Support
Physical Education
Separate Sciences

Additional Subjects offered at KS4:

Physical Education Sports Leadership *
(taught as part of Core PE)

Statistics ** NB Year 10 ONLY
(taught as a 'Twilight' course after school)

Further Mathematics *** NB Year 11 ONLY
(taught as a 'Twilight' course after school)

* Students interested in this PE course should contact Miss Linacre and Mr Hampton.

** Students interested in the Statistics course should contact Mrs McNaught.

*** Students interested in the Further Mathematics course should contact Mr Krbacevic.

VOCATIONAL COURSES 2016-18

Derby College and John Flamsteed Community School

These are courses which are directly linked to occupations.

The list of vocational courses offered is only provisional* at this stage.

A course will only run if sufficient numbers* of students are recruited (students on the Derby College course may be working alongside students from other schools).

Students should also be aware that after they have made their application, the college may conduct selection by interview and that all applications will not necessarily be successful.

Students will be supported in this process.

Decisions on courses and places offered may not be finalised until May (possibly after the options process has been completed in school).

The courses which are being offered this year (provisionally*) are listed below:

Derby College

Construction	Level 1 / 2
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John Flamsteed Community School

Business	Level 1 / 2
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Health and Social Care	Level 1 / 2
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Personalised Curriculum - Breadth and Balance

The Government insist that 14-19 education meets the following standards:

- **Personalised Curriculum** – Students should be able to follow a range of courses which meet their particular needs, aspirations and interests.
- **Breadth** – Students must study a broad range of courses as set out in the Core offer of the National Curriculum and recommended optional courses. This is to ensure that they acquire the necessary skills and knowledge for continuing education, work and adult life.
- **Balance** [Options] **see ‘The Options Families’ below.**

Options provide an opportunity to ‘personalise’ curriculum. They are also a way of achieving variety and contrast. Students should try to avoid repetition and overlap e.g. choosing too many options from the same ‘family’.

They should consider choosing from **at least 3 different ‘Options Families’**.

The options system offers a **flexible programme** designed to meet **individual needs**, but students must **choose carefully** and responsibly giving consideration to future opportunities for careers, courses and qualifications which they might wish to pursue post-16.

At the age of 14, it is unlikely that students will be absolutely clear about what they eventually want to do, and between ages of 14-16, students frequently change their mind about things.

So, make an informed choice and **“KEEP YOUR OPTIONS OPEN”**.

It is expected that most students will:

Choose a combination of subjects contributing to achievement of the English Baccalaureate (eBacc) qualification.

N.B. To achieve the full eBacc suite of qualifications, students need to attain a C grade or better in all three areas:

*i.e. 1x Humanities + 1x Language + 2x Science courses -
[Combined Science (Double Award) or 2 from Biology / Chemistry / Physics / Computer Science]*

ALL STUDENTS SHOULD CHOOSE HISTORY OR GEOGRAPHY.

(Students may choose both History and Geography as two separate choices).

ALL STUDENTS FROM 9JF FR1 SHOULD CHOOSE FRENCH. Students from 9JF Fr2 may choose French.

ALL STUDENTS FROM 9CS GM1 SHOULD CHOOSE GERMAN. Students from 9CS Gm2 may choose German.

To ensure breadth and balance, consider choosing from **at least 3 different ‘Options Families’**.

The Options ‘Families’					
<i>English Baccalaureate (eBacc) subjects</i>			<i>Non-eBacc subjects</i>		
Humanities	Modern Foreign Languages	Sciences	Design and Technology	Expressive Arts	Additional Opportunities
Geography	French	Separate Sciences	Food Technology	Art	Business
History	German	Computer Science	Graphic Products	Drama	Construction <i>(Double Option)</i>
			Resistant Materials	Music	Health & Social Care
					ICT
					Option Support
					PE

'STEP BY STEP' - HOW TO APPLY FOR KEY STAGE 4 COURSES AT JFCS

1. Decide which subjects / courses you would like to study
2. Fill in the Application Form listing **SIX** subjects in **order of preference**.
Make sure you have chosen a **Humanities** and **Languages** course as expected.
3. Do not apply for Vocational Courses or a Twilight Course unless you have definitely decided that you are fully committed to doing them.
4. Return the application form **to your form tutor** by Friday 12th February 2016.

Your tutor will check through your application to make sure that it has been completed properly and discuss your choices with you.

If there any issues identified, you may asked to amend the form or complete a new application.
5. After the form is completed and checked, it will be passed to Mr Moore.

Please note:

- The forms may be submitted at any time before the 12th February deadline.
- Returning the form early is helpful in completing the whole Options process. It does not have any impact in terms of you receiving an offer of your first four choices.
- Apply for courses which offer you 'Breadth and Balance'.
- We cannot guarantee that you will get your first four choices.
- The order of preference of your **6 choices** will influence what is offered to you if we cannot timetable one or more of your first four choices.
- Your order of preference will also influence how the Option Blocks are put together. The order is very important, so we ask you to think very carefully about it.

'STEP BY STEP' - APPLYING FOR VOCATIONAL COURSES

1. If choosing Construction, enter this as TWO choices, plus four other subjects in order of preference.

You must do this because you may not be successful in obtaining a place the course. You will also be doing two Options in school, so we need to know which you prefer.

2. Submit the application to your Form Tutor by the Friday 12th February 2016 deadline.

Please note:

- In 2016-17, it is expected that the Year 10 Construction course at Derby College will take place all day on Fridays.
- We cannot guarantee the success of applications for Derby College courses. They will organise their own interview and selection process, and they reserve the right to reject applications.
- Applicants for Construction will need to prepare themselves thoroughly for the selection interview so that they are able to present themselves in a convincing way. JFCS staff will support students through this process.
- Courses with small uptake may not be offered.

ADDITIONAL INFORMATION

Construction will run at Derby or Ilkeston. JFCS will offer free transport at significant cost to the school. Every student's behaviour on the bus must meet the highest standards, otherwise the facility may be withdrawn.

Please note carefully:

- Students must comply with rules and standards of the college or they may be removed from the course.
- Specialist clothing will be required: safety shoes / overalls.
It is assumed that these will be provided and paid for by parents / carers (Derby College may organise a bulk purchase and re-sell to students).
- Finalised offers of places on this course will be made during May 2016 at the earliest.
- Parents / carers of students who are accepted onto Vocational Courses will be expected to show support for the school's approach to managing the courses by signing up to a Home School Agreement on Vocational Courses.

ADVICE TO STUDENTS: 'DOS AND DON'Ts'

DO

- Seek advice then think for yourself.
- Look for a balanced programme which meets your personal needs and particular interests: avoid 'too much of the same thing'.
- Show ambition.
- Research the subjects and courses which you are interested in.
- Think about what you are good at.
- Consider what you want to do in the future.
- If in doubt, 'keep your options open' and aim for 'balance' and 'breadth'.

There will be another opportunity to consider your options at the age of 16.

DO NOT

- Just follow your friends.
- Look for 'easy options' – there aren't any!
- Apply for Construction just so that you can get out of school: the requirements of Vocational Courses will be demanding from start to finish.
- Assume that a Vocational Course will automatically guarantee you a job.
- Rush your decisions.
- 'Window shop': choose courses on the basis of 'appearance' without actually knowing anything much about them.

JFCS YEAR 9 OPTIONS APPLICATION FORM 2016

Name of Student: _____

Tutor Group: _____

It is expected that most students will:

Choose a combination of subjects contributing to achievement of the English Baccalaureate (eBacc) qualification.

To achieve the **full eBacc** suite of qualifications, students need to attain a C grade or better in all three areas:

1x Humanities + 1x Language + 2x Science courses -

[Combined Science (Double Award) or 2 from Biology / Chemistry / Physics / Computer Science]

ALL STUDENTS SHOULD CHOOSE HISTORY OR GEOGRAPHY.

(Students may choose both History and Geography as two separate choices).

ALL STUDENTS FROM 9JF FR1 SHOULD CHOOSE FRENCH.

Students from 9JF Fr2 may choose French.

ALL STUDENTS FROM 9CS GM1 SHOULD CHOOSE GERMAN.

Students from 9CS Gm2 may choose German.

To ensure breadth and balance, consider choosing from **at least 3 different 'Options Families'**.

- ◆ YOU **MUST CHOOSE SIX** SUBJECTS, (FIVE IF YOU ARE INTERESTED IN CONSTRUCTION).
- ◆ YOU MAY ONLY CHOOSE A SUBJECT **ONCE**.

The Options 'Families'

English Baccalaureate (eBacc) subjects			Non-eBacc subjects		
Humanities	Modern Foreign Languages	Sciences	Design and Technology	Expressive Arts	Additional Opportunities
Geography History	French German	Separate Sciences Computer Science	Food Technology Graphic Products Resistant Materials	Art Drama Music	Business Construction ** (Double Option) Health & Social Care ICT *** Option Support * PE

* Option Support will be offered to some students to provide time and help to complete GCSE or college work

** Construction is a Double Option and will require **TWO** option choices

*** Students wishing to study Computer Science or ICT should choose ONE or the other

My 6 choices in order of preference are:-

1st choice: * **GEOGRAPHY / HISTORY** or _____
* *Delete as required*

2nd choice: * **FRENCH / GERMAN** or _____
* *Delete as required*

3rd choice: _____

4th choice: _____

First four choices cannot be guaranteed.
"Reserve choices" 5 and 6 are very important.

5th choice: _____
(Reserve)

6th choice: _____
(Reserve)

Tick

I am interested in studying Statistics (Twilight)

Student signature: _____

Date: ____/____/____

Agreement of parent or guardian - "I support the above choice of options":

Parent Signature: _____

Date: ____/____/____

Please return this form to your Form Tutor by Friday 12th February 2016.