



12th September 2024

CFA/KPO

Dear Parent/Carer,

I am contacting you to offer some support as we progress through the 3D Design GCSE. As you may be aware the Design and Technology coursework makes up 60% of the final GCSE grade. The coursework is split into two projects, each requiring the creation of a portfolio of work, and a physical final piece. Both of these projects are due in by December 20th 2024, a date that is fast approaching.

As year 11 is a busy year for our students, it is paramount that they don't allow coursework requirements to stretch past the Christmas break. After Christmas students will begin the portfolio for their externally set assignment (10-hour exam piece).

I am writing to inform you that as it stands, your child is behind where they are required to be by this point, with some aspects of their work not on track to be completed before Christmas. In order to complete this work, we have set up a departmental catch up system. We strongly recommend that your child stay behind after school for any/all of the available sessions detailed on the reply slip below. In these sessions, students will be registered and supervised by their teacher ensuring focused and quality work is produced, they may also complete work at home. The sessions will begin on Monday 16th September, and run until Wednesday 23rd October. A review will take place after half term and any further support sessions arranged.

Thank you in advance for your support. If you wish to discuss this further, please do not hesitate to call or email c.falco@stclementshigh.org.uk

Yours sincerely

Mr C Falco

Head of Design & Technology
St Clement's High School

3D Design GCSE – Support Sessions – Monday 16th September – Wednesday 23rd October

Name: _____ Will/Will not be able to attend the support sessions put in place.

Please indicate below which sessions are able to be attended to allow an accurate register to be kept.

Mondays 15.10-14.10	Tuesdays 15.10-14.10	Wednesdays 15.10-14.40	Thursdays 15.10-14.40

Please Return to **Mr Falco** by Monday 16th September