



LFE/KPO
12th September 2024

RE: GCSE Coursework Support

Dear Parent/Carer,

I am writing to draw your attention to some specific and targeted support that class teachers are offering in order to support your child to achieve the best possible grades in all of their subjects in summer 2025. As you are no doubt aware, coursework offers students an excellent opportunity to secure good grades on work completed outside of more strict exam conditions, where they can also act on teacher feedback to improve work in advance of exam board deadlines.

Many of the **coursework deadlines are towards the end of this term or the start of next with final submissions needing to be complete by January 2025.** With this in mind the following class teacher(s) would like your son/daughter to attend after school interventions to receive additional support to aid the completion or improvement of work they are currently undertaking.

Please can I ask that you contact the staff member(s) detailed to discuss this in greater depth and look at positive steps forward over the coming weeks. Can I remind you that deadlines are set by exam boards and cannot be moved for failure to submit or complete work and as such we strongly recommend students attend to this as soon as possible. This will also decongest the volume of work in need of completion when we begin our second series of mock exams in February 2025.

Subject	Intervention Available	Contact
Photography	Monday to Thursday 3.10-4.10pm in Rm13/15	p.bennell@stclemenshigh.org.uk
iMedia	Wednesday/Thursday 3.10-4.10pm in Rm3	f.melton@stclementshigh.org.uk
Retail Business		j.spurrier@stclementshigh.org.uk

Yours Sincerely



Mr L Feaviour
Assistant Head Teacher