



S V Pritt-Roberts M.Ed.  
*Deputy Head Academic*

8<sup>th</sup> February, 2022

Dear Parent,

### **Academic Options at Ellesmere College: Years 11 to 12**

I wrote to you at the end of last term to outline the courses available as students move into the Sixth Form. I hope you found that useful and have been able to peruse the Sixth Form Prospectus on line. I remind you that details of each course are set out via our website link [Sixth Form](#). When you land on the Sixth Form page please scroll down to the heading **Sixth Form Prospectus**.

Now that the rehearsal examinations have concluded your child will be getting their marks and going through their paper in class. That presents a further opportunity for dialogue with the subject teacher for guidance regarding continuing the subject into Sixth Form.

I would also like to introduce you to a new program our school has subscribed to in order to help your child prepare for academic, career, and future success. Xello is an engaging online program that helps students build the skills, knowledge and plans to be future ready. The program uses an investigative, discovery-based learning process. Students better understand themselves, their future career options, and the 21st century skills they'll need to succeed. Exploring this program will provide insights that may help those unsure about which subjects and course of study to select for Sixth Form. Further information attached. Mr R Macintosh, Head of Careers, is the person to contact if your son or daughter needs careers guidance.

The choices are made through our online system for which a guidance document is attached. If you have any difficulties with access, please email our Director of ICT on [andy.hassard@ellesmere.com](mailto:andy.hassard@ellesmere.com)

#### **How to complete options online**

Pupils will have received an email from 'noreply@sims.co.uk' into their Ellesmere email account. They should login to their Ellesmere email where they will see the email. They are to navigate to the 'Accept Invitation' link in the e-mail then login by choosing the Microsoft option from the list presented and use their usual Ellesmere email address (the same login they will use for TEAMS.)

#### **Please find attached a guide to help navigate the Options On-line process.**

Please ignore other portals that might be listed by the software provider, Capita, as we only use their options portal (we have other suppliers for parents' portal and activities).

**The final date for the completion of the online options is Friday, 18<sup>th</sup> February, 2022.** Please ensure that your son/daughter does not delay in submitting their options since it is important that their choices influence decisions about subjects and circuits. If there remains uncertainty by the 18<sup>th</sup> please email me to request an extension. There will be the opportunity to amend choices later, once circuits are finalized, but at that stage changes will have to fit within the timetabled blocks.

It is the hope that no pupil will need to retake his or her Mathematics or English but occasionally some do. Re-take classes in Mathematics and English are scheduled and so considerations of re-takes need not normally limit choice except in so much as ability in English or Mathematics would suggest steering clear of some courses. If further guidance is required please, in the first instance, contact your son or daughter's Tutor who will put you in contact with the relevant department.

Yours sincerely,

*S.V. Pritt-Roberts*