

Tongue Lane, Leeds LS6 4QE

Telephone: (0113) 887 3240  
Email: info@cardinalheenan.com  
Website: www.cardinalheenan.com  
Headteacher: Mr D Kelly BA (Hons) NPQH



**CARDINAL HEENAN**  
CATHOLIC HIGH SCHOOL

5 March 2024

Dear Parents/Carers

### **KS4 Options Update**

I write to thank you for submitting your child's KS4 options form and to let you know of the next steps in the process. Now that all students have returned their forms, we will begin the process of designing our school timetable for next year. In doing this we aim to optimize how many students are able to study their top three preferred subjects. We are constrained in this by practicalities, such as the size of classrooms and availability of specialist teachers. When a subject is over-subscribed, we refer to students' fourth and fifth choice subjects. Whilst we are working on this process, it is not possible to make amendments to your child's options preferences.

I will write to you again in June with information about the options subjects that your child has been allocated for Years 10 and 11. At this stage, there will be an opportunity to request changes in advance of your child beginning their subjects in September.

### **Your Feedback**

We are keen to ensure that the information that we provide to parents/carers and students is useful in making informed choices. To help us to evaluate this and make improvements for future years, I would be grateful if you could complete this brief online survey, which should take around 5 minutes <https://www.smartsurvey.co.uk/s/10WVYE/>.

Best wishes

A handwritten signature in black ink, appearing to read 'L Stockton-Pitt'.

Ms L Stockton-Pitt  
Acting Deputy Headteacher (Quality of Education)

