



# THE BUCKINGHAM SCHOOL

## A SPECIALIST SPORTS COLLEGE

London Road  
Buckingham  
MK18 1AT

Tel: 01280 812206

Fax: 01280 822525

Email: [office@buckinghamschool.org](mailto:office@buckinghamschool.org)

Website: [www.buckinghamschool.org](http://www.buckinghamschool.org)

Headteacher: Mr A McGinnes

09 May 2019

Dear Parent/Carer,

### Coursework Catch-up

It is a requirement of the Year 11 BTEC Business that all students complete three units of coursework and an exam in order to pass.

Your child has been identified as having some pieces of coursework which are still outstanding due to deadlines being missed, which at this time will mean that they cannot pass the Business course.

I am, therefore, writing to inform you that we will be running a coursework catch-up session on .....All students have been made aware of this and are expected to attend this session. This intervention is unusual in that it will take place after the final GCSE exam. We have prioritised the importance of the GCSE exams.

I hope to have your full support in ensuring your child attends and that they fully engage with this extra opportunity on offer to them at this time. Please complete the attached permission slip to confirm your child's attendance and return it to the Main Reception for my attention.

If you wish to discuss this further, please do not hesitate to contact me either via Main Reception or at [kfowler@buckinghamschool.org](mailto:kfowler@buckinghamschool.org).

Yours faithfully,

Mrs K Fowler  
Curriculum Leader for Business

Please complete and return this acknowledgement slip to Mrs K Fowler:

Student Name:.....Form Group:.....

I acknowledge receipt of the letter regarding the coursework catch up day.

I give/do not give permission for my child to take part in this session.

Signed: ..... Parent/Carer      Date: .....

*The Buckingham School is concerned that every student should have the opportunity to attend school activities/obtain equipment, regardless of their financial circumstances. As such, it may be possible to subsidise those students who would otherwise be unable to attend trips/purchase items. Please feel free to write in confidence to Mrs S Gallagher or Mrs K Bones at [office@buckinghamschool.org](mailto:office@buckinghamschool.org), if you wish to seek assistance, or obtain more information about Pupil Premium funding.*

