



TRINITY CATHOLIC HIGH SCHOOL (Science and Sports College)

Headmaster: Dr P C Doherty OBE, BA (Hons), DPhil (Oxon), FRSA
Website: <http://fc.tchs.uk.net>

Ref: Int

5 July 2018

Dear Prospective Sixth Former

This letter outlines the arrangements for Sixth Form Enrolment. Please read it closely and please keep it safely.

1. As an ex-Year 11 Trinity student, we will enrol you onto the courses you have chosen based on your GCSE results (we will receive these on Thursday 23 August). If you meet the entry criteria for the subjects you have chosen we will enrol you 'automatically'. If you do not meet the entry criteria for one (or more) of the subjects you have chosen then we will try our best to enrol you anyway. (Please bear in mind that we may not be in a position to let you have a decision on this straight away. However, we will let you know as soon as we possibly can.)
2. Making a change to your options: requests to change subjects will always be treated sympathetically, although – for obvious reasons – we cannot promise to respond positively in all cases. If you want to request a subject change you will need to collect, complete and return a Change of Options form. Change of Options forms will be processed once the rest of enrolment is over – you will not be able to receive an answer straight away.
3. The bottom line: if you meet the criteria for the subjects you have chosen you will be enrolled automatically. If you don't meet the criteria, your place will not



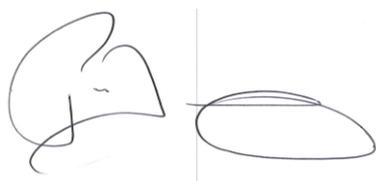
be confirmed and you will be invited to speak with Mrs Leslie, Head of Year 12, on results day, or the following day, to discuss your options. There will be a label on your results envelope telling you what to do, if this applies to you. If you have failed to meet the criteria for your courses, or any course, and we are unable to enrol you, you will be instructed to see a member of staff. Again, if this applies to you, a label will be on your results envelope. If there is no label on your envelope and you have applied to Trinity Sixth Form, you are automatically enrolled on your chosen course.

4. There are a number of forms and some information regarding our dress code, enclosed. Could you please complete the forms and return to the Year 12 office by Friday 13 July at the very latest.

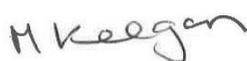
We hope this is all clear. However, please let us know if you have any questions - we are very keen to help you in any way we can.

With every good wish.

Yours faithfully



Dr P C Doherty OBE
Headmaster



Miss M Keegan
Director of Sixth Form



Mrs C Leslie
Head of Year 12