

Dear Parent/Carer,

RE: iMedia (IT) Deadlines and Support

I'm delighted that your child has chosen to study iMedia (IT) as a formal qualification and that they have settled in well to their first term of studies. At the start of the course we write to parents to share key dates and layers of support that are in place, to ensure that your child is able to manage their deadlines effectively, and achieve their potential.

Vocational courses offer a different structure of study compared to GCSEs, however the difficulty and level of challenge remains just as high. As opposed to the exam-only format of GCSEs, vocational courses will also contain coursework, controlled assessment and other forms of non-examination assessments. Although these are not sat in exam halls, they are crucial parts of the course, and the achievement in these makes up significant parts of your child's final grade.

For iMedia, the course is broken down into the following units:

Unit	Weight	Format of assessment	Term of completion
R093 Creative IT iMedia in the Media Industry	40%	Exam	Summer 2024
R094 Visual Identity and Digital Graphics	25%	Coursework	COMPLETED
R099 Digital Games	35%	Coursework	Spring 2024

All units must be completed in the specified term and cannot be repeated.

To support your child with managing their deadlines we will follow the process below:

1. Share the deadline of submission with students and parents in advance of the unit starting.
2. Assignments will be published on Google Classroom when they have been handed out to students. This will also state the submission deadline for coursework tasks.
3. Where this is not met, provide break and lunch time compulsory support sessions to help them complete any gaps.
4. Where work is still outstanding, provide compulsory support sessions after school (daily) until work is completed.

We will continue to communicate with parents throughout the process to ensure that you can support your child in meeting their submission deadlines as well.

Details of first Unit Deadline

Unit name: R099 Visual Identity and Digital Graphics

Task 1 - Completed

Task 2 - deadline: 1st March 2024

Task 3 - deadline: 1st April 2024

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Support available: Teachers are available during Lunchtime clubs to support students with queries or to provide access to PCs to help students catch-up as and when required.

Who to contact if you are concerned about your child's progress to completion: Mr Muir

Thank you for your ongoing support with your child's academic achievement. We look forward to seeing their amazing outcomes in the near future.

Yours faithfully



Andrew Muir

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FOR CHILDREN, FAMILIES AND COMMUNITIES