08 February 2018

Dear Parent/Carer

I am writing to inform you of deadlines put in place by the Faculty of Art, Design and Technology. Final submission dates for all subjects within the Faculty are listed below.  Deadlines have been set in accordance with final SQA uplift dates. There is a vast amount of administrative and packing duties to carry out prior to the SQA uplift, therefore, the Faculty have set the internal school deadlines within manageable timeframes for both pupils and staff.

Please be aware any work submitted after the internal Faculty deadline may not be in included within the SQA package.  A comprehensive calendar of study support sessions are available which pupils are encouraged to attend where they will be able to work on portfolios and assignments.

Please find below the final submission dates.

|  |  |  |
| --- | --- | --- |
| **Subject** | **Level** | **Final Submission Date** |
| Art and Design | N4/5 and Higher | Friday 23 March 2018 |
| Art and Design | Advanced Higher | Friday 11 May 2018 |
| Engineering Science | N4/5 | Wednesday 14 March 2018 |
| Graphic Communication | N4/5 | Wednesday 14 March 2018 |
| Graphic Communication | Higher | Friday 23 March 2018 |
| Practical Woodwork | N4/5 | Friday 23 March 2018 |

Please discuss these dates with your child. It is vital that these dates are adhered to and work is planned accordingly. This in turn should ensure your child attains well in their chosen subjects.

Thank you as always for your continued support.

Yours sincerely



Ms A Murison

Head Teacher

c.c. Miss Forrest (Faculty Head of Art & Design)

 Mr Martin (Depute Head Teacher)