

LANCASTER ROYAL GRAMMAR SCHOOL

East Road, Lancaster LA1 3EF

Switchboard 01524 580600 **Fax** 01524 847947

Mark Chambers – Deputy Head – Director of Studies



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Dear Parents/Guardians

I am writing to advise you that your son is studying for his European Computer Driving Licence (ECDL) in his ICT lessons this year. This course is a British Computer Society qualification, and is recognised around the world. It is also now recognised as the same points equivalent as a grade B at GCSE.

Please find enclosed a sheet which explains the ECDL syllabus, along with an overview of the course and some of the benefits your son will enjoy. As you can see the course is broken down into eight modules each of which must be passed before a certificate is issued. We are now an ECDL Approved Centre, and we will be issuing all boys with a log book where their progress will be recorded.

The boys will sit exams in modules 1,3,4 this Michaelmas term, modules 2,7,8 in the Lent term and modules 5,6 in the summer term. There will be an opportunity for boys to resit modules if necessary in the summer but this will incur a small cost. It is hoped resits will be kept to a minimum.

Parents and boys can check all the specifications, tasks, materials etc. on the VLE.

If you have any questions about the course then please do not hesitate to contact me.

Yours faithfully

A handwritten signature in blue ink that reads 'M. I. Chambers'. The signature is written in a cursive style and is underlined with a single horizontal stroke.

Mr M I Chambers
Deputy Head – Director of Studies