

28 November 2008

Dear Principal, Director, Manager

Revised Specification for Occupational Studies: Information Meetings

You will have previously received correspondence from the Department of Education and CCEA on changes to the structure of the Occupational Studies Qualification and an invitation to attend an information meeting, on either the 4 or 8 December to explain the changes.

However, as a result of comments and concerns expressed by a number of centres and other key stakeholders we now wish to take the opportunity at these meetings, and an additional meeting, to explore directly with you the issues raised so that we can consider how best we can respond. As we wish to hear from as many of you as possible I would encourage you and/or your nominees to attend the additional meeting, if you have not previously confirmed your attendance at the original meetings.

Both the original meetings will take place as scheduled commencing at 10.00am and finishing at 12.00 noon. Registration will be from 9.30.

Event 1 Island Centre, Lisburn 4 December 2008 (AM)

Event 2 Comfort Hotel, Antrim 8 December 2008 (AM)

The additional meeting will commence at 2.00pm and finish at 4.00 pm. Registration will be from 1.30 pm

Event 3 Comfort Hotel, Antrim 8 December 2008 (PM)

I should be grateful, that if you wish to attend and have not already done so that you complete and return the enclosed fax-back.

In the meantime, if you have any queries, please contact Marion Wilcox
Telephone 02890261446 or email mwilcox@ccea.org.uk

Yours sincerely

Neil Anderson
Acting Chief Executive

