



EXCELLENCE • LEARNING • LEADERSHIP

# KING RICHARD SCHOOL

Dhekelia  
British Forces Post Office 58  
Tel. (+357) 24 74 4776  
Fax. (+357) 24 74 4188  
Email: [enquiries@kingrichardschoolcyprus.com](mailto:enquiries@kingrichardschoolcyprus.com)  
Web: [www.kingrichardschoolcyprus.com](http://www.kingrichardschoolcyprus.com)



18 October 2018

Dear Parents/Guardians,

I am delighted to inform you that King Richard School is offering the Foundation Project Qualification (FPQ). This is a fantastic opportunity offered through the exam board AQA and it allows pupils to investigate, in great depth, an area of personal interest culminating in a qualification equivalent to GCSE level.

It is rare that such an opportunity is offered at Key Stage 3; however, with successful results last year and the excellent ability of students, this is a superb chance to develop valuable academic skills.

### What is involved?

Participants will be expected to complete a written piece of work or artefact based upon extensive research, alongside a Production Log that charts progression throughout the course. Students will be expected to attend seminars in order to learn and develop key skills. These sessions will run at various times during the year and will require a degree of commitment after school, so as to minimise the impact of learning in other subjects. You will find enclosed a copy of the titles for these seminars and relevant deadline dates that all students must meet. (Please note these are subject to change).

### How can I support my child during the process?

Participants will be expected to be very disciplined, motivated and able to organise meetings with their supervisors to ensure deadlines are met throughout the course. Therefore, having conversations with your child about the content of their chosen subject and supporting their organisation would be very beneficial. We also use the school email network and google classroom to communicate with the students, so it is essential that students check emails regularly.

If you have any questions about the FPQ, please do get in touch with me at school.

Yours sincerely,

Stephen Hill  
Head of Humanities





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## Timetable of Seminars

Attendance at seminars is a compulsory part of the course. I do appreciate that students might have other commitments on some of the proposed dates or they may be absent. Therefore, additional dates will be added where possible and students will be kept informed of this. Please note the location of seminars will vary between the library and the History classroom on Wednesday afternoons.

Seminar	Summary of content
1. Introduction to the Projects	<ul style="list-style-type: none"> <li>• Expectations and requirements.</li> <li>• How to develop your ideas into a feasible project.</li> </ul>
2. Honing the question and Approaching research	<ul style="list-style-type: none"> <li>• How to develop questions and adjust if necessary.</li> <li>• How to make the best use of research tools</li> </ul>
3. Improve the quality of research and notes	<ul style="list-style-type: none"> <li>• Making productive use of time and how to effectively take notes.</li> <li>• Using search engines like Google Scholar.</li> </ul>
4. Organising the research	<ul style="list-style-type: none"> <li>• Practical skills on managing the research.</li> <li>• How to assess usefulness of research material and apply it to the project</li> </ul>
5. Writing the Project	<ul style="list-style-type: none"> <li>• Step by step guide to planning and writing.</li> <li>• Exemplar material from A-Level to Undergraduate dissertations.</li> </ul>
6. Presentations	<ul style="list-style-type: none"> <li>• How to give a professional presentation.</li> <li>• How to talk to an audience.</li> </ul>

Students are expected to approach their supervisor for any additional help or follow up questions to any of the seminars. Mr Hill will also run some drop in clinics during tutor times.

Finally, the presentation of the project can be the most enjoyable and rewarding part of the course. Presentations will be given on a given date and time in May 2019.

