



28 September 2026

Dear Families

**TEFL Qualification and Taught Course Opportunity for Students in Current Years 11/12/13 -
Wednesday 30 June and Thursday 1 July 2027**

Thank you to those of you who have expressed interest in this course. Should you still wish to express interest and have not done so already, please fill in the expression of interest form as soon as possible. The TEFL course runs face-to-face with a qualified TEFL tutor on **Wednesday 30 June and Thursday 1 July 2027**, 8.30am - 4.00pm each day.

I am now in a position to give you more details, including a payment schedule. I am delighted to inform you that the course, including the course manual, materials, and certificate upon completion, is slightly less than initially advertised and will cost **£165 per student**.

Further information about the TEFL school can be found in this very short promotional [video](#), giving all the details.

Payment schedule

Now that you have registered your interest for a place on the course, please can I ask for a **£25 deposit**, payable by **Thursday 15 October**. This secures your place. This will be done via the MCAS app, which will go live on **Tuesday 06 October 2026**.

You can then choose if you wish to pay the balance amount in installments or in one full payment. Further payments can be made in installments. Please see the schedule below:

Date	Amount
Thursday 15 October 2026	£25
Friday 27 November 2026	£75
Friday 26 March 2027	£65

For students in Year 11 and in receipt of Pupil Premium, please contact Miss Barnes kbarnes@sackvilleschool.org.uk.

Yours sincerely

Ms Mel Porter
Head of Sixth Form

Mrs Helen Valentine
Curriculum Team Leader for Health and Social Care