

July 2010

Dear Parent/Guardian

I am writing with important information for you about the end of this academic year, the start of next year and beyond. I would like to remind you that important information is regularly updated on the Parents' Information pages on the website: <http://www.bhasvic.ac.uk/parents.htm>

Enrichment Days 2010

Thursday 15 July and Friday 16 July: these two days provide an opportunity for all our students to experience and benefit from extended activities based around our College philosophy of Education For Life, with its focus on consideration of self and others.

Arrangements for the start of the Autumn Term

A2 students are expected back in College at **8.45am on Wednesday 1 September**. They should go to the Main Hall to confirm the location of their tutor room. There will be a tutor period at 9.00am during which students confirm their final course choices, followed by lessons in all of the A2 subjects with which they are continuing. Students should bring their summer assignments into College on that day, when there will be an opportunity to get help from subject teachers. Students will also be able to discuss module results, possible exam re-sits and predicted A level grades with their teachers.

Thursday 2 – Wednesday 8 September (inclusive) will be A2 study leave, while the enrolment of first year students goes on. Students are encouraged to use College facilities such as computer rooms and the OLC. A2 students will begin normal lessons on **Thursday 9 September**. On this day, they should be in tutor bases at **12.00 noon** for a tutor period at which they will receive their timetables; lessons will begin at 1.00pm. For students in receipt of EMA, payments will be dated from 1 September.

A1 References

Included with this letter you will find a draft academic reference for your son or daughter. This will form the basis of the information we will send in support of their UCAS or employment application. Predicted grades will be added in September in the light of AS Level results received in August.

Please inform us if you require this letter in an alternative format



Examination Results

A and AS level results are due to be published on **Thursday 19 August** and will be available at the College from 9.00am in the Main Hall. GCSE results are due to be published on **Tuesday 24 August** and will be available from 11.00am at Reception. Statements of results will be posted to students on the same day and senior staff will be in College to offer help and advice if needed.

If students want someone else to collect their results on their behalf, they must notify Melissa Gibbon, Examinations Manager (room 11) **in writing** before Results Day. We will not be able to give results to anyone else if advance permission is not given.

Returning for an A2 Year

I would like to remind you of the conditions for a student returning to College in September. Students must have:

- At least 90% attendance overall and completion of all work set since 14 June; this includes attendance at all their classes, including tutorial and progression event, and a full programme of activities during the two Enrichment Days (Thursday 15 and Friday 16 July).
- Passed their AS level in those subjects they are intending to continue.
- No outstanding examination fees, refundable deposit or other debts to the College.

Confirmation of A2 Courses

- If, in the light of their AS results, students wish to request a change of one or more A2 subjects, they must let us know as soon as they receive their results.
- **Subject to the availability of spaces**, changes to courses will only be possible if students have at least 90% attendance for the last five weeks in June and July in that subject. Failure to achieve this will mean that we cannot guarantee a place on their new course.
- Students who have left open their choice of A2 subject must confirm their course in order to guarantee their place, by contacting Pippa Edwards (p.edwards@bhasvic.ac.uk) by Tuesday 24 August.
- Students who are not requesting a change of course do not need to contact the College.

Results of Parents' Survey 2010

In February 2010 BHASVIC trialled an electronic survey available on the College website. The survey was open for five weeks and parents were alerted to it using Edutext messages, one when it opened and another a week before it closed. We received 80 responses overall and are very grateful to the parents who took the time to respond. The survey helps us to understand the parental viewpoint better and to work with you on improving the quality of your son or daughter's experience at BHASVIC.

1. The survey indicated a broadly positive response from parents.
2. Most negative responses related to early advice and guidance regarding a student's progress, advice relating to HE progression and cover arrangements when a teacher is absent.
3. Most positive responses related to the way the College informs parents about events and activities and the speed of response to concerns.
4. The overall parental satisfaction positive rating was 89%.
5. An Action Plan has been drawn up in response to the survey, which will be agreed with the Senior Management Team and will then be available in the parents' section of the College website by the 10th July 2010.

Attendance and Punctuality

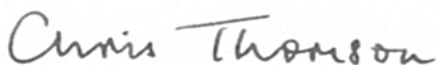
Students must not take holidays in term time. We expect students' attendance at College to be 100%, including timetabled lessons plus tutor periods. If a student's attendance falls below 90% with no extenuating circumstances, they will be asked to pay a contribution of £50 towards their assessment fees. If their attendance becomes unacceptably poor, it is likely that they will be asked to leave College. We also expect students to be punctual to their classes and other College commitments. It is very disruptive for everyone when students arrive late to classes; students who are regularly late will be dealt with under the College's student disciplinary procedures. We hope you will actively support us in our drive to improve student attendance and punctuality over the next year.

Finally – thank you!

I have written to all donors to our Parents' Fund individually to thank you for your contributions but would like to take this opportunity to underline how grateful we are for your support. I have enclosed within this letter the sheet headed "**Parents Fund**" and hope that if you haven't already done so, you may wish to assist the College's work with a donation. Thank you in anticipation.

We wish everyone an enjoyable break this summer.

Yours faithfully



Christopher Thomson
Principal

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