

July 2011

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>

College Enrichment/Challenge Day

All A1 students who wish to return in September must undertake a personal challenge at College on **Thursday 14 July** unless they have signed up for a work experience placement or are participating in a longer residential trip. Students will have chosen their activity back in March.

Arrangements for the start of the Autumn Term

A2 students are expected back in College at **08:45 Monday 5 September**. They should go to the Main Hall to confirm the location of their tutor room. There will be an introductory session at 09:00 during which students confirm their final course choices. This will be followed by lessons in all of the A2 subjects with which they are continuing. Students who still have incomplete courses must arrange to see their Tutors at some point during this day. Students should bring any summer homework 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.

Tuesday 6 – Monday 12 September (inclusive) will be A2 study leave, while the enrolment of first year students and timetabling takes place. A2 students are encouraged to use College facilities such as computer rooms and the OLC during this time, and to work on their UCAS applications if they are applying to university.

A2 students will receive their new timetables and begin normal lessons on **Tuesday 13 September** (the exact time is yet to be confirmed but will be published on the College website during late August). For students in receipt of EMA, payments will be dated from 1 September.

A1 subject 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 18 August** and will be available at the College from 09:00 in the Main Hall. GCSE results are due to be published on **Thursday 25 August** and will be available from 11:00 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 16 June; this includes attendance at all their classes, including tutorial, the Progression Event and the College's Enrichment and Challenge Days.
- 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 onto 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 midday on Thursday 25 August. If students do not contact the College, we will remove the subject that they indicated in June would be the most likely subject to be dropped.
- Students who are not requesting a change of course **do not** need to contact the College prior to A2 Enrolment on 5 September..

Results of Parents' Survey 2011

In a five week period from February to April 2011, BHASVIC posted an electronic survey on the College website. Parents were alerted to the survey using Edutext messages, one when it opened and another four days before it closed. We received 204 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 the timing of parents evenings in Year 1. These were considered to be too late in the academic year for parents to work with their son/daughter on improvements before the examination period started.
3. Most positive responses related to the way the College informs parents about events and activities.
4. The overall parental satisfaction positive rating was 87%.
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 10 July 2011.

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.

Financial Support

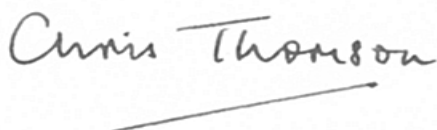
As you may be aware, EMA is now closed for new applications. Those students who received the maximum weekly EMA payment of £30 in 2010/11 will be eligible for **£20** each week in the 2011/12 academic year. Unfortunately those students who received £20 and £10 respectively this year, will not be eligible for any EMA payments in 2011-12. The College is currently working on a strategy to address the reduced financial support for students and further information will be published on the Student Services part of the website in due course. It is envisaged that application forms for the new bursary will be available from 1 August 2011 on the website and hard copies will be available from Reception and the Student Services Centre.

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