

Tuesday 9 July, 2019

Dear student,

First of all we would like to wish you a very relaxing summer and look forward to seeing you refreshed in September. **This e-mail contains important information about the end of term and the start of next academic year. Please read this carefully – it contains instructions on what you will need to do to make sure that your place on subjects at BHASVIC are assured.**

- Throughout the summer, you should continue to keep a regular check on your BHASVIC email.
- If ever you are uncertain of what is taking place at BHASVIC, please always check the [College Calendar](#) from our website and the [front page of the VLE](#).

Schedule of events at the end of the summer term and the start of next year

Please ensure you meet all your commitments over this period of time. **If you are unable to attend any of the essential events highlighted below in red, you *must* inform the college by contacting Reception.**

Tuesday 16 July	<ul style="list-style-type: none">• Last day of study for students.• College closes at 15:45
Thursday 15 August	<ul style="list-style-type: none">• AS and A Level Results released at 8.00am via Student Advantage online accounts. Available to collect (with ID) from 9am in Sports Hall.• Help Desk and advisory service runs at the college
Thursday 22 August	<ul style="list-style-type: none">• GCSE Results released at 8.00am via Student Advantage online accounts. Available to collect (with ID) from 9am at Reception.• Help Desk and advisory service runs at the college
Friday 16 to Wednesday 28 August	<ul style="list-style-type: none">• Guidance Management Team available to advise students who have issues with their subjects or continuing at college
Thursday 29 August & Friday 30 August	<ul style="list-style-type: none">• Enrolment for all new A1 students to BHASVIC• Help Desk and advice service for students who have issues with their subjects or continuing at college
*Monday 2 September	<ul style="list-style-type: none">• <u>A2 Enrolment/Subject Lessons for A2 students</u> – Special timetable: all A2 students must attend college to enrol for their A2 year. You will attend lessons in each of your main courses on this day
*Friday 6 September	<ul style="list-style-type: none">• <u>Subject Lessons</u> – Special timetable: all A2 students must attend all subject lessons. You will be given timings for this day at A2 Enrolment on Monday 2 September.
*Thursday 12 September	<ul style="list-style-type: none">• <u>Normal timetable starts. Your normal timetable will be available from your Student Advantage account in advance of this. You will be given more information at A2 Enrolment on Monday 2 September.</u>

Returning for an A2 Year

We would like to remind you of the conditions for you to return to BHASVIC in September. You must have:

- at least 90% attendance overall and completion of all work set since your return from Progression Exams in June; this includes attendance at all your classes, including tutorial, Progression Day and Careers Enrichment Day.
- passed the equivalent of at least two single subjects, enabling you to continue at least 2 x A Levels or BTEC equivalent in your second year.
- no outstanding financial debts to the college; this includes any outstanding A1 course charges; charges for new or continuing courses (e.g., Art, Photography etc.) or charges associated with poor attendance.

If you have not met any of the criteria above and were intending to continue studying at BHASVIC, please contact the college urgently so we can discuss your options.

Please also be reminded that BHASVIC does not offer restarts or repeats of the A1 year due to lower than desired exam results. For more information, see the A1-A2 Transfer section of the website:

<https://www.bhasvic.ac.uk/parents-carers-dashboard/progression-criteria-from-a1-into-the-a2-year>.

You should already have spoken to a Guidance Manager if:

1. You have not passed one or more progression exams that you needed to enable you to continue to study your A2 subjects in September (you must achieve at least a grade E in any AS, Progression or Resit exam which you wish to take through to A2, or a pass for any BTEC subject).
2. You wish to make complex changes to your subjects, tutorial option or A2 pathway.

If either of these apply to you and you have not already spoken to a Guidance Manager, you must contact college and make an appointment **before** the A2 Enrolment Day (see below):-

The Guidance Manager's contact details are:

Matt Bannister – m.bannister@bhasvic.ac.uk

Tania Banks – t.banks@bhasvic.ac.uk

James Barton – j.barton@bhasvic.ac.uk

Mandy Brindle – m.brindle@bhasvic.ac.uk

Nikki Fabry – n.fabry@bhasvic.ac.uk

Nicola Twaites – n.twaites@bhasvic.ac.uk

A2 Enrolment takes place on Monday 2 September 2019

You are expected back in college for A2 enrolment at **8.45am**. Full details of the day will be posted on the VLE and you must **visit the VLE from 16:00 on Thursday 29 August** to find out which rooms to go to. The day will consist of lessons in all the subjects which you are continuing. **You should bring your summer assignments into college on that day for your teachers to review with you.** You will also have an opportunity to get advice from subject teachers about any relevant exam results, re-sits and predicted grades.

What happens if I can't attend A2 enrolment on Monday 2 September?

A2 enrolment is obviously essential and you are expected to attend on this day. However, if, *for good reason*, you cannot come in then you must let your tutor or Caroline Abbott (c.abbott@bhasvic.ac.uk) know straight away. Your name will then get passed to our College Information Team (cis@bhasvic.ac.uk) so that BHASVIC does not assume you are not coming back and remove you from our registers.

If unable to attend on Monday 2 September, it is important that you arrange to come into college on Thursday 29 August or Friday 30 August, or as soon as possible afterwards and do the following:

1. Let your Guidance Manager know if there are any changes of plans with regard to the subjects, tutorial and portfolio options you have in your A1 to A2 Transfer;
2. Go to enrol at our CIS helpdesk, which is Room 22 near Reception, in order to complete A2 enrolment;
3. Speak to or email your teachers in order to hand in summer homework and catch up with any additional work you may have missed which was given during A2 enrolment lessons.

If any of the above is not completed, then you are risking your place at the college and/or places on your subjects, so please make sure that you follow these instructions. Please also be aware that you may miss vital starter lessons on Monday 2 September and may have long waiting times to see someone at the Help Desk when you do return.

Compulsory lessons: Friday 6 September, Normal timetable starts from Thursday 12 September

Please make sure you plan your summer accounting for the need to attend college on Monday 2 and Friday 6 September. Normal timetable and full lessons begin from Thursday 12 September but you are expected to be completing work which has been set on Monday 2 and Friday 6 September, in addition to your summer homework.

Finally: it's Summer!

I know you will have worked very hard over the year at BHASVIC and will return as an A2 student in September, feeling wiser and more experienced. For now, enjoy yourself over the break, earn some money, travel and have fun!

I wish you the very best for your summer.

Kind regards,



Alison Cousens

Assistant Principal (Director of Student Services)