

Dear Parent/Carer

Your young person has only been at Bilborough for a few days and I hope everything is going well for them. It takes time to adjust to new ways of working, but as I walk around the college meeting as many students as possible, it seems that they are happy and settling in well.

Please click on this [LINK](#) to access the Parent and Carer Guide to Bilborough. It is a detailed document, containing lots of useful information about how we support our students, what they need to do in order to succeed at college and how you as a parent/carer can support them in their studies. If you do have any concerns, then please do not hesitate to contact your young person's personal tutor. The first few pages in the Parent/ Carer guide also provides you with contact details for key members of staff at college, please do not hesitate to contact them, staff will do all they can to respond to any concerns as promptly as possible. You will find the following information in this guide;

| <b>Parent and Carer Guide Contents</b>  |  |
|---|--|
| <b>Safeguarding</b> <ul style="list-style-type: none"><li>• Designated Safeguarding Lead and</li><li>• Safeguarding Officer contact details</li></ul> <b>Student Support Team Contact Details</b> <b>Personal Tutors Contact Details</b> <b>How to Contact College</b> <b>The Tutoring System</b> <b>The Curriculum</b> <b>Information Supporting Learning</b> <ul style="list-style-type: none"><li>• Assessments</li><li>• College Coursework Policy</li><li>• BTEC Coursework Policy</li><li>• Subject support</li><li>• LIC</li></ul> <b>Working with Parents and Carers</b> <ul style="list-style-type: none"><li>• Parent/Carer Voice</li></ul> <b>Other Support for Students</b> <ul style="list-style-type: none"><li>• Learning Support</li><li>• Health and Welfare Issues</li><li>• Wellbeing</li><li>• Counselling</li><li>• First Aid</li><li>• Health Study Support Plan</li><li>• Bursary Fund</li></ul> | <b>Exams</b> <b>Careers and Progression</b> <ul style="list-style-type: none"><li>• Work Experience</li></ul> <b>Student Behaviour</b> <ul style="list-style-type: none"><li>• Expectations</li><li>• Health and Safety</li><li>• Student Lanyards</li><li>• Smoking, Drugs and Alcohol</li><li>• College Property</li></ul> <b>Equality and Diversity</b> <b>General Information</b> <ul style="list-style-type: none"><li>• College Hours</li><li>• Fees and Expenses</li></ul> <b>Transport and Parking Information</b> <b>Student Agreement</b> <b>College Timetable</b> |

Please note we are electronic, If you would prefer to receive a hard copy of the guide, then please contact Claire Bailey ( [claire.bailey@bilborough.ac.uk](mailto:claire.bailey@bilborough.ac.uk)) and we will post a copy out to you.

### **Bursary Students Laptop Loan**

All bursary students are eligible for a laptop loan, they received an email yesterday inviting them to fill out a form to apply.

### **Parents'/Carers' Introductory Online Event**

You are invited to attend an online event, a Parents' and Carers' Introduction to Bilborough College. Myself and David Shaw, Principal, will give a brief presentation about Bilborough College and the support available for students, focusing on transition issues from GCSE to A Levels / BTEC level 3 and how we - parents and staff working together - can support young people through the process. We would be delighted if you would take some time to join us for this event.

Afterwards you are welcome to join a Microsoft Teams meeting with your child's personal tutor to ask general questions. Your young person has been emailed an invitation for you to join. If you would like to discuss issues of a more personal nature, you will be invited to email your child's personal tutor for a telephone appointment. Tutors will follow up with a phone call at a mutually convenient time.

[Please click this link to attend this live event](#) 20<sup>th</sup> September, 17:30-18:15pm

### **Parent Advantage**

As part of the college support system we have created a portal which allows you to access certain data e.g. attendance, timetable, regularly updated progress grades and enables you to report absences online. Between **20<sup>th</sup> September** and **24<sup>th</sup> September** you will receive two e-mails in succession with instructions as to how to access this. We will be sending these to the e-mail address you provided at your young person's enrolment. If this has changed please let us have your new details by sending an e-mail to [parentadvantage@bilborough.ac.uk](mailto:parentadvantage@bilborough.ac.uk) before 16h September.

Finally, I'd like to say that I'm delighted that your child has chosen Bilborough College for the next stage of their education. We have high hopes for our students and we want to make sure that for each and every one of them we get the balance right between the support they need and the challenge that will help them to achieve to their full potential. I hope you can use the information contained in the Student Support Booklet to help support us in this aim.

With best wishes

# Bilborough College

## 2021-2022

### Academic Year Calendar

| August 21 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | M  | Tu | W  | Th | F  | Sa |
| 1         | 2  | 3  | 4  | 5  | 6  | 7  |
| 8         | 9  | 10 | 11 | 12 | 13 | 14 |
| 15        | 16 | 17 | 18 | 19 | 20 | 21 |
| 22        | 23 | 24 | 25 | 26 | 27 | 28 |
| 29        | 30 | 31 |    |    |    |    |

| September 21 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | M  | Tu | W  | Th | F  | Sa |
|              |    |    | 1  | 2  | 3  | 4  |
| 5            | 6  | 7  | 8  | 9  | 10 | 11 |
| 12           | 13 | 14 | 15 | 16 | 17 | 18 |
| 19           | 20 | 21 | 22 | 23 | 24 | 25 |
| 26           | 27 | 28 | 29 | 30 |    |    |

| October 21 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | M  | Tu | W  | Th | F  | Sa |
|            |    |    |    |    | 1  | 2  |
| 3          | 4  | 5  | 6  | 7  | 8  | 9  |
| 10         | 11 | 12 | 13 | 14 | 15 | 16 |
| 17         | 18 | 19 | 20 | 21 | 22 | 23 |
| 24         | 25 | 26 | 27 | 28 | 29 | 30 |
| 31         |    |    |    |    |    |    |

| November 21 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | M  | Tu | W  | Th | F  | Sa |
|             | 1  | 2  | 3  | 4  | 5  | 6  |
| 7           | 8  | 9  | 10 | 11 | 12 | 13 |
| 14          | 15 | 16 | 17 | 18 | 19 | 20 |
| 21          | 22 | 23 | 24 | 25 | 26 | 27 |
| 28          | 29 | 30 |    |    |    |    |

| December 21 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | M  | Tu | W  | Th | F  | Sa |
|             |    |    | 1  | 2  | 3  | 4  |
| 5           | 6  | 7  | 8  | 9  | 10 | 11 |
| 12          | 13 | 14 | 15 | 16 | 17 | 18 |
| 19          | 20 | 21 | 22 | 23 | 24 | 25 |
| 26          | 27 | 28 | 29 | 30 | 31 |    |

| January 22 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| Su         | M  | Tu | W  | Th | F  | Sa |
|            |    |    |    |    |    | 1  |
| 2          | 3  | 4  | 5  | 6  | 7  | 8  |
| 9          | 10 | 11 | 12 | 13 | 14 | 15 |
| 16         | 17 | 18 | 19 | 20 | 21 | 22 |
| 23         | 24 | 25 | 26 | 27 | 28 | 29 |
| 30         | 31 |    |    |    |    |    |

| February 22 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| Su          | M  | Tu | W  | Th | F  | Sa |
|             |    | 1  | 2  | 3  | 4  | 5  |
| 6           | 7  | 8  | 9  | 10 | 11 | 12 |
| 13          | 14 | 15 | 16 | 17 | 18 | 19 |
| 20          | 21 | 22 | 23 | 24 | 25 | 26 |
| 27          | 28 |    |    |    |    |    |

| March 22 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | M  | Tu | W  | Th | F  | Sa |
|          |    | 1  | 2  | 3  | 4  | 5  |
| 6        | 7  | 8  | 9  | 10 | 11 | 12 |
| 13       | 14 | 15 | 16 | 17 | 18 | 19 |
| 20       | 21 | 22 | 23 | 24 | 25 | 26 |
| 27       | 28 | 29 | 30 | 31 |    |    |

| April 22 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | M  | Tu | W  | Th | F  | Sa |
|          |    |    |    |    | 1  | 2  |
| 3        | 4  | 5  | 6  | 7  | 8  | 9  |
| 10       | 11 | 12 | 13 | 14 | 15 | 16 |
| 17       | 18 | 19 | 20 | 21 | 22 | 23 |
| 24       | 25 | 26 | 27 | 28 | 29 | 30 |

| May 22 |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | M  | Tu | W  | Th | F  | Sa |
| 1      | 2  | 3  | 4  | 5  | 6  | 7  |
| 8      | 9  | 10 | 11 | 12 | 13 | 14 |
| 15     | 16 | 17 | 18 | 19 | 20 | 21 |
| 22     | 23 | 24 | 25 | 26 | 27 | 28 |
| 29     | 30 | 31 |    |    |    |    |

| June 22 |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| Su      | M  | Tu | W  | Th | F  | Sa |
|         |    |    | 1  | 2  | 3  | 4  |
| 5       | 6  | 7  | 8  | 9  | 10 | 11 |
| 12      | 13 | 14 | 15 | 16 | 17 | 18 |
| 19      | 20 | 21 | 22 | 23 | 24 | 25 |
| 26      | 27 | 28 | 29 | 30 |    |    |

| July 22 |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| Su      | M  | Tu | W  | Th | F  | Sa |
|         |    |    |    |    | 1  | 2  |
| 3       | 4  | 5  | 6  | 7  | 8  | 9  |
| 10      | 11 | 12 | 13 | 14 | 15 | 16 |
| 17      | 18 | 19 | 20 | 21 | 22 | 23 |
| 24      | 25 | 26 | 27 | 28 | 29 | 30 |
| 31      |    |    |    |    |    |    |

| August 22 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | M  | Tu | W  | Th | F  | Sa |
|           | 1  | 2  | 3  | 4  | 5  | 6  |
| 7         | 8  | 9  | 10 | 11 | 12 | 13 |
| 14        | 15 | 16 | 17 | 18 | 19 | 20 |
| 21        | 22 | 23 | 24 | 25 | 26 | 27 |
| 28        | 29 | 30 | 31 |    |    |    |

| September 22 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| Su           | M  | Tu | W  | Th | F  | Sa |
|              |    |    |    | 1  | 2  | 3  |
| 4            | 5  | 6  | 7  | 8  | 9  | 10 |
| 11           | 12 | 13 | 14 | 15 | 16 | 17 |
| 18           | 19 | 20 | 21 | 22 | 23 | 24 |
| 25           | 26 | 27 | 28 | 29 | 30 |    |

- Holidays
- Last day for Year 13 (provisional)
- Last day for year 12s
- Return Yr 13
- Return Yr 12

