

December 2021

Dear Parent/Guardian

As we approach the Christmas break it seems timely to review the first term and to alert you to key events next term and some reminders about making the most of opportunities.

Progress over the first term

By the end of the first term, A level students will have completed a second formal assessment and been given feedback and specific tasks to complete to help support further progress. BTEC students have been completing assignments too and they will also receive a formal assessment grade. Just like after the first half term, you will shortly receive an email informing you of the current "On Course To Achieve" (OCTA) grade and scores from the formal assessments.

Year 12 Consultation Evenings

We have set aside 3 evenings for parents and carers to book online appointments with a teacher from each subject studied. These conversations are a good chance to discuss the progress made so far, and how you can support your young person to maximise progress. The dates for Y12 Consultation Evenings are:

- Thurs 6th Jan
- Tues 11th Jan
- Mon 17th Jan

These will be using the online SchoolCloud System. You can book in via the college website link using student name and Bilborough number. Bookings will open from Monday 13th December. Any problems accessing the system, please email karlee.wildgoose@bilborough.ac.uk

Work experience and progression

We expect all Y12 students to complete a work experience placement / work shadowing activity during Y12. You were sent an email earlier this term outlining the expectations and processes for organising an opportunity which we have attached as a reminder. If students can organise a placement during our Work Related Experience and Progression or "WREP" Week (23rd to 27th May 2022) this would be ideal as this time has already been set aside for work-based learning. Alternatively, if opportunities are only available at other times, you are allowed up to 5 days of absence on an authorised placement.

We are keen to build up our database of employers who might be prepared to offer either a few days shadowing or work experience to our students. If you think you might be able to help, then we would love to hear from you. Please contact our work experience coordinator (see below) and other key staff

Careers & Progression Manager - alison.lardi@bilborough.ac.uk

Careers IAG Adviser - ailsa.boa@bilborough.ac.uk

Work Experience Coordinator - joanna.zielinska@bilborough.ac.uk

Extra-curricular and super-curricular activity

Bilborough has a huge range of extra-curricular activities from sport to creativity to clubs and societies and much more. We want every single student to do at least 1 enrichment per term as these develop new skills like teamworking, collaboration and leadership while also supporting well-being. Super-curricular activities are ones which develop skills being learned in one of their courses so could be talks from visiting speakers, subject-based competitions, links to employers and universities and more

All students receive a **weekly** email with details of the following – please look at this with them and encourage them to get involved.

- Bilborough Extra/ Enrichment activities
- visiting speakers from universities and employers
- workshops in college
- work placements
- apprenticeship schemes and opportunities

General advice for getting the most from college

Attendance

Full attendance is vital to maximise progress. However, we appreciate that there may be times when students are unavoidably absent through illness. If this is the case, please notify us by using the “absence” button on either Parent or in the case of students, Student Advantage. If you are unable to notify us by Student/Parent Advantage you can either phone college reception on (0115 8515000) or email absence@bilborough.ac.uk. Persistent poor attendance can lead to students being charged or withdrawn from external exams.

Independent Study

We expect all students to spend as a minimum 5 hours per week completing homework and independent study for **each** of their A level subjects. For BTEC Extended Diploma courses we would expect 12-15 hours a week across the Diploma (equivalent to 3 A levels). If students are not completing independent study, we will add timetabled study room sessions to a student’s timetable. **Students and parents can also request this facility.** For students who can stay in college at the end of the college day, study zones are kept open until around 5.30 - 6pm every day.

Parent Advantage, the college website and parking around college

You can use Parent Advantage to see live attendance data for your young person, timetable information, and, as they become available, external examination dates and coursework deadlines. If you have not yet registered a log on to Parent Advantage, please read the email that was sent at the start of the year with your unique password. Alternatively, email parentadvantage@bilborough.ac.uk and we will provide you with the necessary details. On our website, the ‘Information for Parents’ section is updated regularly with useful information, including copies of the weekly student ‘Bilborough Extra’ bulletin mentioned above. The Health, Welfare and Safeguarding link also contains useful information ranging from online safety to the Prevent safeguarding strategy. Finally, we want to support our local residents by insisting that students are not dropped off on private property, in areas which block resident driveways, or on the mini roundabout outside college. We ask instead that students are only ever dropped off in the lay-bys on Bilborough Road where this can be done much more safely and without inconvenience for others.

Personal Tutor contact details – a brief reminder

If you have particular concerns about your young person’s progress, then please do not hesitate to contact the personal tutor and/or the relevant subject teacher and we will do all we can to address your concerns. A reminder that email addresses of tutors and teaching staff always follow the format of firstname.surname@bilborough.ac.uk.

And finally, the last day of term for students is Thursday 16th December and we start back on Tuesday 4th January 2022. *We would like to take this opportunity to wish you and your family a safe and restful Christmas break and send you our best wishes for 2022*

*from
all the staff at Bilborough College*

Key Dates in the Spring/Summer Term.

| Week commencing date | Event |
|-----------------------------|--|
| 13/12/21 | Christmas Holidays 16 th December – 4 th January 2022 |
| 03/1/22 | Consultation Evening – 6 th January 2022 |
| 10/1/22 | Consultation Evening – 11 th January 2022 |
| 17/1/22 | Consultation Evening – 17 th January 2022 INSET day – 20 th January |
| 14/2/22 | Half term |
| 28/02/22 | INSET day – 2 nd March |
| 04/04/22 | Easter Holidays 4 th April 2022 Return to college 19 th April 2022 |
| 02/05/22 | Formal Assessment week |
| 23/5/22 | Work Related Experience and Progression Week |
| 30/5/22 | Half term |
| 04/07/22 | Last day of term – 8 th July 2022 |