

Intermediate Students

Public Examinations & Arrangements for the end of the Summer Term 2017

I am pleased to enclose your son/daughter's fourth and final Interim Report for this academic year, together with guidance on how to interpret the information. Naturally, you will want to discuss the contents with your son/daughter but, if following this discussion, there are areas of urgent concern, you should explore these with Melanie Pearl, the Pastoral Director for Intermediate students.

Personal study outside College

Intermediate students must carefully plan their studies over the Easter holiday period. They should ensure that they are revising thoroughly for GCSE resits, as this opportunity to pass these exams is critical for future success. **Remember that many employers and universities require students to achieve a minimum of a grade C in these examinations.**

In addition, they should be spending time on their BTEC coursework assignments and revising for any examinations by either completing tasks set by the teacher or working on corrections to enable them to improve their grades. Information about progression into the Lower Sixth was detailed in my last letter, which accompanied the previous Interim Report. Parents will have been notified if their son/daughter is not on track to progress or has received a "Conditional Offer". All offers are subject to meeting the progression criteria below.

Progression to the Lower Sixth is subject to a student meeting the following conditions:

- *At least 90% actual attendance in lessons, as explained in the Parental Handbook 2016-17.*
- *Excellent punctuality at lessons.*
- *Acceptable Interim Reports, typically averaging grade 3 across all his/her subjects throughout the academic year.*
- *Good behaviour, whether in lessons, around College, whilst representing the College or when travelling to, or from, College.*
- *Obtaining Merit or higher grades across all his/her BTEC Level 2 courses.*
- *Having a GCSE grade C in either Mathematics or English Language.*

It should also be noted that each subject will have specific entry requirements, which the student will have to meet in order to take that particular subject.

A student whose attendance or punctuality is poor, without good reason, will be set attendance, punctuality and grade targets, which must be met if they are to return for a further year of study. You will be notified by the end of this term if the College has any significant concerns about your son/daughter's progression to a further course of study in September 2017.

End of Academic Year

End of year arrangements vary considerably between courses. Each student should be available to attend College up until the end of term, which is Friday 23 June – last day of teaching for Intermediate Students. BTEC 'sign-off' will take place towards the end of the academic year and most subjects will vary in terms of required attendance due to assessments and workshops to improve work. You will be receiving a letter early next term, highlighting the specific for course end dates and assessment regimes.



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Examination Period

Students should arrive in good time for all their public examinations, which unless otherwise notified, begin at **9.00am** or **1.30pm**. We are all aware that public transport is not always reliable, so **students should aim to arrive at least 20 minutes before the start times**. We cannot delay the start of an examination for those who arrive late. They should also double check the time of their exams on a regular basis. Every year, a few students miss exams without good reason and there is nothing we can do to help them.

Level 2 BTEC exams will take place at specified times that may be different. Students will always be advised of these times.

Newsletter

Please find enclosed the latest edition of the College newsletter, **On Route**. This gives an overview of the many exciting events that have occurred during the past few months. I am sure you will agree that the College is a real community, offering the students a wealth of opportunities.

Textbook/Library Book/Equipment Returns 2017

All textbooks/library books/equipment should be returned to the ILC during the Summer term: no later than **Friday 23 June**. Students should return any books as soon as they are no longer needed for coursework or exam revision.

Books/equipment must not be returned to any members of staff other than staff in the ILC. A notice listing all books/equipment on loan will be emailed to your son/daughter at the beginning of the Summer term. Responsibility for loss/damage will remain with the parent/guardian. If this procedure is not followed, appropriate deductions will be made from the book deposit held by the College.

Students who are leaving the College at the end of the summer 2017 will, providing their accounts are clear, have their book deposit returned as soon as possible but no later than the end of September 2017.

Summary of Dates to Note

Date	Event/Activity
Monday 3 April to Monday 17 April	Easter Holiday – students return Tuesday 18 April
Monday 1 May	Bank Holiday – COLLEGE CLOSED
Monday 29 May to Friday 2 June	Half Term week
Friday 23 June	Last day of teaching for Intermediate Students
Thursday 24 August	GCSE results day

I hope that everything goes well for your son/daughter in the weeks ahead and that he/she is rewarded by excellent results.

Nick Clark
Principal

March 2017