



Friday 6 May 2022

*We are now entering the final few weeks of your son/daughter/young person's time with us, and we hope that they will take fond and lasting memories with them into the next stage in their lives. For many of our Intermediate students this will include returning to College next year to begin their Level 3 studies, provided they have met the terms of the Progression Policy. We would like to wish our students all the best in their approaching exams and final coursework assessments and hope the results in August reflect the hard work and commitment shown by them in their last year of studies.*

*Finally, I would like to take a moment to thank you as parents and guardians for all of your support, not just in your support of your son/daughter/young person, but also to the College.*

*Nick Clark, Principal*

## Summer Exams and Assessments

Students have access to their exam timetables on the College Portal, this will show the date and time of the exam. Nearer to the date of the exam, the location and seat number will be allocated. We encourage students to check the Portal the day before exams for any last-minute changes. Students will be allowed exam leave in the morning if they have an exam in the afternoon. If a student has a clash, they will receive an email from the Exams Officer with instructions.

On the day of the exam students should arrive at College at least 30 minutes before the start of the exam. They will be given a designated room in which to leave their bag, they must also leave their phone and watch, along with any notes they may have for revision. These items are not allowed in the exam room. All rooms will have a clock to display the time.

If a student is unwell on the day of the exam, they should email [exams@reigate.ac.uk](mailto:exams@reigate.ac.uk) and log a Special Consideration request on the Portal. Students will then need to provide evidence to submit to the exam board.

# Results Day

GCSE and Level 2 Vocational results are released on Thursday 25 August 2022. Students will receive an email to their College email account in the morning with their results, they will also be live on the Portal.

## IT

The College has a filtering system which flags any websites being accessed that are not appropriate for an educational setting. Please remind your son/daughter/young person that their search history on any mobile device may flag on the system, as soon as they log into College their mobile devices will connect to the College servers unless they switch off the Wi-Fi. If they feel their account has been compromised, they should change the password. If joint accounts are shared with other member of the household these searches may also show up in their web history. If websites flag on the College system, they will be seen to have breached the College IT Policy.

## Equipment and Book Returns

Please encourage your son/daughter/young person to return all College items loaned out to them by **Friday 10 June 2022**. All books and equipment must be returned to the **ILC Helpdesk**. The ILC will email a list of the books and equipment that your son/daughter/young person needs to return. If they have other books or equipment not on the list, please also get them to return these to the ILC Helpdesk.

Students **must** only return books and equipment to the **ILC Helpdesk**. They should **not leave books anywhere in the College or return them to a teacher**, otherwise the item may not be checked in and it will be regarded as unreturned, and a charge will be made against the College Deposit.

The Deposit will be refunded once all items have been returned to the College and the refund emails will be sent out by the end of September 2022. Please contact the ILC team on [ILCStaffMail@reigate.ac.uk](mailto:ILCStaffMail@reigate.ac.uk) if you have any queries.

## Covid-19

If students have [symptoms of a respiratory infection](#), such as COVID-19, **and** have a high temperature or do not feel well enough to carry out normal activities, they must not attend College and should try to avoid contact with other people. They can return to College and resume normal activities when they no longer have a high temperature, and they are well enough to attend.

The current guidelines state that "it is not recommended that children and young people are tested for COVID-19 unless directed to by a health professional." Therefore, we are unfortunately no longer able to provide home testing kits to students. If a student chooses to test, and is positive, they should try to stay at home and avoid contact with other people for three days after the day they took the test.

Remote learning will no longer be available to students who have symptoms of a respiratory infection, including COVID-19.

## Building Project

With the completion of the first phase of our building project fast approaching, staff and students will soon be seeing some changes to our Refectory and ILC facilities. It is intended that the new building will begin operating as our Refectory and ILC from the week commencing 9 May. The existing Refectory space will then be closed in order for construction to begin on a new first floor which is due for completion at the end of the year. Students will still be able to use the servery during this period as a protected corridor will be constructed allowing access from the kitchen area to the new temporary Refectory. A video will be circulated to the students showing them the new facilities.

## Community Update

Last term, the College hosted a variety of fundraising activities for students to come and take part in. The activities were a college-wide bake sale, a clothing swap shop, a plate smash, various raffles and media competitions. Overall, the students raised over £1000 which will go towards donations for our chosen charities Guide Dogs, The Lucy Rayner Foundation and Relate our own counselling service.

## Careers Information

### The Careers Bulletin

We are trialling sending our new look [Careers Bulletin](#) to parents every Monday, as well as to students. Please e-mail [careers@reigate.ac.uk](mailto:careers@reigate.ac.uk) if you have any feedback on how useful this is.

### Careers Fair

College is holding a Careers Fair on Tuesday 14 June 6.00 – 8.00pm, which parents and students are encouraged to attend. Details of how to book a space will be e mailed after May half term.

## Diary dates

What	When	Details
Half Term Holiday	Monday 30 May – Friday 3 June	
Last day of teaching	Friday 1 July	
Level 2 Results Day	Thursday 25 August	