



**your route
to success >>**

reigate•college

sixth form education at its best

**Welcome to the Reigate College –
Information for parents**

12 September

Introduction

- Louis Strover
- Associate Principal
Pastoral
- Mel Pearl
- Associate Principal
Safeguarding and
Interventions



Journey to Reigate College

- **Open evening** - October 2022
- **Application Form** – Autumn 2022
- **Interview and course discussion** – 22/23
- **GCSE Exams** – summer 2023
- **Taster day** – getting to know college and subject tasters – June 2023
- **Choices Day** – August 2023
- **Individual interview** – August 2023
- **Induction day** – Sept 2023 – Lesson for each subject, new tutor group, IT induction
- **All classes start** – 11 September



Communication with parents/guardians

- Students more likely to be successful through 3 way communication. Parent/guardian / college / student.
- There are 4 faculties - B, M, E, P

Each student is supported by a **personal tutor**.

They will also be assigned to a **senior tutor, pastoral support manager or pastoral director**.

If you want to contact a member of the pastoral team please email studentservices@reigate.ac.uk

Pastoral support – settling in

- Tutorial – **each week** (compulsory)
 - Tutors **teach students** in year 1 (like a "form tutor").
 - Year 2 **pathway** dependant
 - Content - key messages **communication, health and well-being, careers and progression,**
 - Extended tutorial on hot topics - **county lines, consent, PREVENT**
 - Tutor oversee tutees' **pastoral care.**
- **Senior tutor/pastoral support manager** (like head of year).
- Have concerns / discussion points **contact the tutor** in first instance.

Canteen and paying for food

- Payment is via debit/credit card (cashless)
- Pay for trips and other payments on parent portal. Log in details sent August 2023.
- Student can bring in packed lunch and food.
- Reigate centre very close and some go into Reigate

Reporting on progress

- Interim reports (IR) every six weeks approx.
 - **IR1** -16 October 2023
 - **IR2** - 4 December 2023
 - **Subject Review meeting** – via school cloud planned 11 and 12 December 2023
 - **IR3** - 5 February 2024
 - **IR4** - 25 March 2024
 - **IR5** - 10 June 2024 – progression exam outcome
- Sent home via e mail.

Grading on progress

- Each report gives a grade 1-4 for each subject
- **(4 highest – 1 lowest)**
 - Motivation
 - Class ethic
 - Deadlines
 - Assessment grade for most recent assessed piece of work
- **A level – U – A***
- **Btec – pass/merit/distinction. NP – near pass. R – referral**
- **GCSE – 1-9 (1-5 for foundation level)**
 - **IR1 – 16 October 2023** may not have a **key assessment** grade for each subject as too early.

Accessing materials

- College portal is the gateway to the IT systems

The screenshot displays the Reigate College website. The header features the college's logo and tagline, "sixth form education at its best". The navigation menu includes links for ADMISSIONS, NEW STARTERS, OUR COURSES, THE COLLEGE, NEWS & MEDIA, and an APPLY NOW button. A large banner image shows three students sitting outdoors. Below the banner, there is a section titled "Reigate Portal" with a "Home" link. To the right, an announcement box states: "ANNOUNCEMENT 06 September 2023 Open Evenings This autumn's open evenings take place on 3, 5 and 9 October 2023 Read more →". Below this, a section titled "Links to College Systems" lists various services: reigate•college Personal Information & Other Payments (PIP), Payment for Shop and Lunch Cards, Office 365, Microsoft Teams, myEVOLVE (Sign up/pay for trips and enrichment activities), Foldr, planet estream, reigate•college College Policies, Liberty, unfrog, schoolcloud, and CENTURY.

Curriculum expectations

- Each course has **4 hours** per week class time
- Divided into **2 x 2 hour sessions**
- Subjects set **homework** each week and **structured learning**
- Each class has a **Microsoft teams page**.
 - Resources, homework, messages to whole group and individuals.
- **2-4-2+** model.

2-4-2+ example

Component	Explanation	Example
2	2 hours of Structured Learning	Weekly tasks that are set on Teams including pre-work, research and revision
4	4 hours of in-class lessons	Weekly lessons
2	2 hours of homework	Weekly tasks that include assessments and consolidation work
+	Additional support	Plus classes, Direct study, Mentoring etc

Enrichment Extra Curricular

- All students are expected to take part in at least one **Activity and Wellbeing Programme** from the over 60 options – all are free.
- **Sports teams** – men's and women football, & rugby, netball and basketball
- **Music** – concerts – Battle of the Bands.
- **Performing Arts** – various productions



Enrichment Extra Curricular

- Community days – next **Tuesday 19th September** in tutor groups. Compulsory all attend **12-4pm**.
- **Team building, community**
- **Aspire** – Extended Project Qualification (EPQ)
- **Freshers Party** – e mail sent already date for the diary - 28 September 2023 in Redhill.

Course changes

- Opens tomorrow **13 September 6pm** closes **28 September 4pm**. Through the portal.
- **No changes** can be done after this date as the student will have missed too much.
- Student must **qualify for the course** they are changing to & **subject to spaces**.
- If successful start straight away





Attendance

- **Attendance** can be monitored through the portal
- The College treats **attendance and punctuality** as you would be treated at work. 100% is expected.
- Reporting absence – **all absences must be "authorised by parent/guardian"**.
- Reported via the portal, e mail attendance@reigate.ac.uk by 8.45am
- Details via e mail today have gone out.
- **Holidays in term time** will not be authorised
- **Every class is registered.** Register work live seen via portal.
- Warning
- Non entry
- Continue to miss lessons and/or be late - may be **asked to pay for the exam fees** or asked to leave College
- Please see the attendance policy on the portal
- If a student is off college for a prolonged **period of time medical evidence** will be required and the Health and Fitness to Study policy may apply

Important – Feeling Unwell

- If a student feels sick or unwell at College, they should go to Reception and the team will help them.
- Students should not leave site without signing out first.
- Please ensure we have two emergency contacts



Medical Information

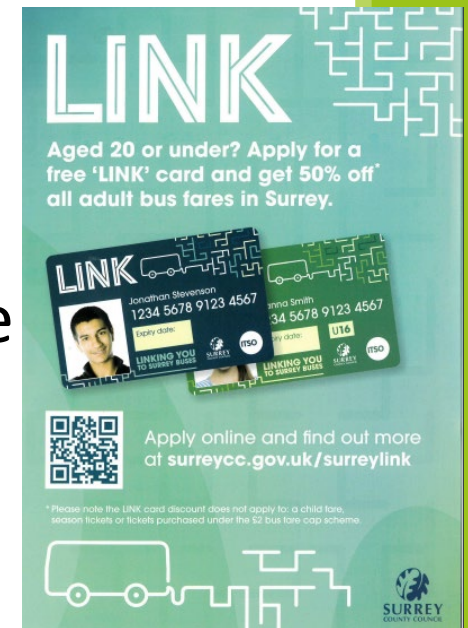
- School **will not forward medical information**, so if a student has any medical conditions the College should be aware of, please let us know.
- A **medical health care plan** may be needed. For example, epilepsy, heart conditions, diabetes.
- If your child has **medical condition** which makes them immunosuppressed, please let us know.
- Studentservices@reigate.ac.uk

Supporting Vulnerable students

- Does your child have a **caring responsibility** for a family member?
- **Care Experienced Child**
- Has your child received support from other external agencies such as, **targeted youth support, children's services, Catch 22, ESDAS, mental health services , CAMHS.**
- Please let us know.
- Studentservices@reigate.ac.uk

Finance and transport

- Bursary apply via the website – **Finance**
- You can apply for travel discounts if you live in Surrey.
- Free school meals at school
bursary@reigate.ac.uk
- **Financial difficulties** please talk to the pastoral team.



Welfare and safeguarding

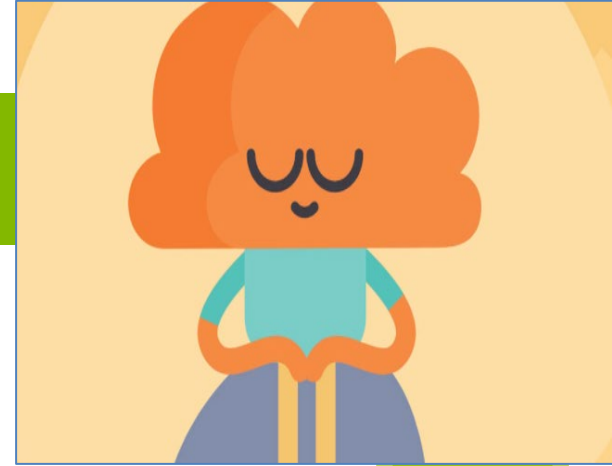
- The College recognises the moral and statutory duty to **safeguard and support** the welfare of our students
- If you have any safeguarding or welfare concerns
- Safeguarding@reigate.ac.uk
- This is monitored **Monday to Friday 8.30 - 5.00**. If you have serious safeguarding concerns outside these times please call 999
- Please see the safeguarding policy

Wellbeing at the College

The College at all times promotes positive wellbeing.

The College has a lot to offer to for wellbeing:

- Enrichment
- Wellbeing mentors – Members of staff that consider your wellbeing
- Wellbeing Appointments
- Student mentors that are upper sixth students to help lower sixth students
- Free Gym Access
- Support Hub (P103)
- Counselling available at the college with relate
- All students have access to a 24/7 helpline and an app that help you with your wellbeing.
- Morning Hub



Reigate College 3 Rs

- **Right to an education.** Not to disrupt the learning of others.
- **Right to be treated fairly** - Equality and diversity. Free from harassment and bullying
- **Respect all** members college community.
- **Respect** the local community. Travelling to and from college, in town.
- **Responsibility** - to attend on time with the correct equipment, homework etc
- **Responsibility** - to keep the college a safe environment. Lanyards, Intruders, report unsafe practice.
- **Responsibility** to yourself and others.
- Student Code of conduct - **Gross misconduct**

Expectations in lesson

- Attend lesson on time
- No mobile phones in lessons
- No food or drink other than water
- Complete all homework and structured learning
- Have the correct equipment
- Do not disrupt the learning of others
- Three strikes



Expectations

- External work hours no more than **8 –10 hours a week**
- Clothing. **Not revealing, not offensive.** Students are at college to study
- Travelling to college – where possible use public transport.
- Parent drop only.
- Parking is very limited on site. Once passed test students may apply for a permit. £50.
- Parking outside of college - please park **considerately**

Useful contacts

- Studentservices@reigate.ac.uk
- Learningsupportadmin@reigate.ac.uk
- Safeguarding@reigate.ac.uk
- Attendance@reigate.ac.uk
- Bursary@reigate.ac.uk
- Careers@reigate.ac.uk
- Most information can be found on the portal or website

Any questions?

- Parent bulletin
- Updates on the portal

Future webinars:

- Settling into College and support available - **Tuesday 10th October**
- Mental Health and Wellbeing- **Tuesday 14th November**
- Exam Anxiety - **Tuesday 12th March**
- **Thank you for listening**



reigate•college



Thank you

high quality education
in a supportive community