



Monday 12 October 2026

Welcome

Now that students have nearly completed their first half term at the College, I hope they have settled well into college life. The first interim report will give them, and you, as their parents or guardians, a clear indication of the progress they are making. Between half term and the Christmas break, the College Community team will be running a range of events and activities to help students get involved, have fun, and support a number of worthwhile charities.

Nick Clark, Principal

Interim Reports

The first interim report will be available from 5pm tonight (Monday 12 October). You can access the report by logging onto the [Portal](#), clicking 'My Data' and 'Interim Report'. Interim reports will be produced five times this year and provide a snapshot of student progress, including:

- **Attitude & Behaviour to Learning** – Each subject is graded 4–1 (4 = Excellent, 1 = Unacceptable) across three areas: Independence, Class Ethic, and Deadlines. An average score is calculated for each subject.
- **Attendance** – Actual Attendance shows the % of lessons attended; Adjusted Attendance accounts for authorised absences.
- **Key Assessment** – This is the grade from the most substantial assessment this half term.
- **National Calculated Grade** – Predicted grade based on prior achievement and national data from the Department for Education.
- **Feedback & Action** – Students set actions to improve based on teacher feedback.

The video in this link [video link](#) explains our interim reports. Full details can also be found [here](#). We strongly recommend that all parents/guardians either watch the video or read the guidance to fully understand the report.

Student Wellbeing

All students can request support through their portal if they need support with their wellbeing. From here, they can access a variety of services in college such as wellbeing mentoring, counselling and support from their pastoral manager. If any student is unsure about support, please ask them to speak to their tutor.

We are aware that students may also struggle when they are not in college. Just a reminder that parents/guardians can access the NHS 24/7 emotional wellbeing and crisis line on 0800 915 4644. This support is available year-round, including holidays.

Reporting Absence

The quickest and easiest way for parents to record a full day absence is through the [Portal](#). This avoids the need to compose emails or contact us via telephone. It also means the absence is logged in real time. To record a full day absence, due to illness or a university visit, log into the Parent Portal before 8.30am on the day of absence and select 'Student Data' and then 'Absence Notification'. The only time the College needs to be contacted by e-mail or telephone is if the absence does not meet these criteria.

Review meetings

There will be an opportunity for parents and students to discuss their progress at a Review Meeting on 14 and 15 December with their teachers via a videocall using SchoolCloud. Instructions about booking appointments will be emailed to you nearer the time. The focus of these meetings will be target setting for improvement, which the students will have contributed to beforehand. If a parent requires an interpreter for these meetings, then please contact Student.Services@reigate.ac.uk before 16 November.

Clubs & Activities

Our Clubs and Activities programme launched this term, offering students a wide range of opportunities to get involved in life beyond the classroom. All students are expected to make the most of these opportunities and take part in activities beyond their timetabled lessons.

Information about clubs and activities can be found on the A-frames around College, TV screens, tutor slides, and SharePoint pages. Students can also email activities@reigate.ac.uk for further information.

Timetable and Plus Classes

The college day runs from 9am to 4.15pm, Monday to Friday. Throughout the academic year students may receive additional support added to their timetable, for example Plus class, Directed Study or academic mentoring. Students are reminded to regularly check their timetables on the portal; this is also visible to parents.

Many students study at least one BTEC course that comprise of a mixture of coursework and examination units. In order to support students with the examination component of their course, from January a number of BTEC courses will have an additional Plus class. This one-hour session per week will be examination-focused and provide additional time for learners to develop the skills and techniques they need to perform well in their BTEC exams in the summer.

To allow us to provide the best possible support to students they are reminded that all lessons are compulsory and any part-time work, or regular appointments, should be organised outside of college hours.

Progression into Upper Sixth

All Level 3 students are enrolled on a two-year programme leading to A Level and/or A Level equivalent qualifications. A student following A Level or equivalent qualifications will be guaranteed progression to the second year of the courses if they meet a number of criteria. Please review the document on the college website, [Progression Policy – Level 3](#)

Work experience

A reminder that all students at Reigate College need to undertake at least one day of in person work experience during their lower sixth. All students are attending a meeting in the Rispoli theatre about how to go about finding and logging their work experience. Where possible experiences should be arranged around the students' college timetable, in the holidays or during work experience week, which is 12-16 July 2026.

If students need any help with organising Work Experience, they can visit Careers in Po7 any day between 11am-3pm.

If you work for an organisation which may be able to offer an insight visit or work experience for one or more Reigate College students, please contact workexperience@reigate.ac.uk.

The Careers bulletin

We encourage parents, as well as students, to look at our weekly Careers bulletin, which is emailed to students every Tuesday and can be viewed on our website – [Reigate College Careers Bulletin](#).

Gratitude Week

Starting 7 December, the College will hold festive activities, including music performances and other fun around campus. Leading up to this, all Lower Sixth students will create a Christmas Gift Bag in their tutor group which will be given to an elderly person from the Age Concern Centre in Merstham. This campaign, running for 8 years, brings joy to many residents at Christmas.

Students should bring donations to their tutorial sessions in December or to Community Day on 1st December 2026, to complete the gift bags. Suggested items include soap or shower gel, socks or gloves, chocolates, sweets, a 2027 calendar, hand lotion, aftershave, talc, hankies, puzzles, stationery, blankets, or books.

College Deposit Scheme

Please ensure that you have paid the refundable College Deposit (£75) to enable your young person to borrow textbooks, library books and equipment, such as laptops, to support their chosen courses. The deposit should be paid via Reigate College Portal and will be returned when your young person leaves College and all items are returned to us in good condition. Any parent/guardian not able to meet this requirement is welcome to apply for a College Bursary - for more information please visit <https://www.reigate.ac.uk/admissions/finance-and-travel/>

Parent Reminder – Reigate College

All key parent information is available on the **Parents' Page** of our website, including:

- **Reigate Portal:** View timetables, attendance, reports, exam details, and make payments or bookings. Use 'Reset Password' if needed.
- **Absence Reporting:** Guidance on notifying the College about illness, appointments, or visits.
- **Communications & Bulletins:** Access current and past updates.
- **Support & Welfare:** Details of wellbeing and pastoral care.
- **Careers & Progression:** Information on careers support, UCAS, and employer events.
- **Publications & Policies:** Handbooks, newsletters, and College policies.

Please **bookmark and check the Parents' Page regularly** for the latest updates and guidance.

If you are unsure or need help, start by visiting the website.

The Big Future Survey

The Children's Commissioner for England, Dame Rachel de Souza, is inviting children and young people across the country to share their views, experiences and aspirations through The Big Future survey. The survey gives young people the opportunity to have their voices heard and help shape the picture of childhood that will be presented to Government. Parents and carers can find out more and access the survey here: [The Big Future Survey](#).

Reduced Fare Bus Travel

- Full-time students can access discounted **Student Metrovoyager** tickets by verifying their student status through the Metrobus app using their student ID.
- Student Metrovoyager tickets offer unlimited travel across the Metrobus network (excluding TfL services) and on Brighton & Hove Buses services.
- Daily, weekly, monthly and longer-term ticket options are available.
- For students travelling occasionally, the Surrey LINK 16-20 Card may offer the lowest cost for individual journeys.
- For regular travel, particularly five days per week, Student Metrovoyager tickets may provide better overall value due to unlimited travel.
- Parents and students are encouraged to compare the available options to identify the most cost-effective travel arrangement for their individual circumstances. Useful sites are [metrobus](#) [westsussex](#)

Diary dates

What	When	Details
Half Term	Monday 19 to Friday 30 October	
Hot Feet 2026	Tuesday 1 December and Wednesday 2 December	7pm in Rispoli Theatre Tickets will be available via the website
Community Day 2	Tuesday 1 December	Prevent and British Values
Winter Concert 2026	Wednesday 9 December	Rispoli Theatre Evening performance Tickets will be available via the website
Review Day 1	Monday 14 December	Staff available for consultation. Details to follow
Review Day 2	Tuesday 15 December	Staff available for consultation. Details to follow
Start of Christmas Holidays for students (INSET)	Wednesday 16 December	
Structured Learning Day 2	Thursday 17 December	Students study independently at home
Last day for staff	Friday 18 December	
Start of Spring Term	Monday 4 January	