

May 2024

To all year 12 students (and parents/carers for info)

Progression Day

Progression Day is a vital part of the year 12 calendar, which is why you have been informed of the date several times previously. This year it takes place on Wednesday 3 July and attendance is compulsory for all year 12 students who wish to remain enrolled into year 13. If you have arranged work experience for the week beginning 1 July, please inform your provider that you will be unable to attend on the Wednesday. Please see your Progress Tutor if there is an issue with your attendance on this day. Students are invited into college at an allocated time slot and will take part in four key activities outlined below.

All students will:

1. Attend an assembly delivered by the Principal, in which year 12 successes will be celebrated and expectations for year 13 will be outlined.
2. Receive their individual Red, Amber or Green year 12 progress rating, which is dependent upon achievement (throughout the year for Applied General students, in Progression Exams for A level students) attendance and contract level if applicable.
3. Take part in a one-to-one interview with a member of staff to discuss their progress rating. The interview is designed to build employability skills, to encourage students to reflect on their first year at college and to assist with careers advice and next steps. Hopefully you have already arranged your work placement for 1 and 2 July or you will be signed up for one of the other activities on those days.
4. Have the opportunity to take part in enrichment activities after their interview. For some students, who have no record of participating in enrichment, this will be directed, to help strengthen University, apprenticeship and employment applications.

You will receive a letter in the post with an allocated time to attend. Please ensure that you arrive in the Students' Union 15 mins prior to your start time. You will be free to leave as soon as you have completed all of the activities outlined above. Students who have indicated that they will be using a college bus have been allocated the first assembly slot. College buses will depart at midday, allowing ample time for the completion of all activities. The college shop will be the only catering outlet available on Progression Day.

It will not be possible for parents/carers to accompany students on Progression Day. If parents or carers do wish to discuss students' performance or progression to year 13 we ask you to contact their Progress Tutor who will be able to conduct a more in-depth phone call or arrange a more substantial meeting than would be possible on Progression Day. We ask that this is done in advance of Progression Day.

A final reminder that ALL students must attend Progression Day in order to progress to Year 13. Continuation of study with current courses is not automatic. If you do not attend Progression Day and you have not informed your Progress Tutor in advance with a valid reason, we will assume that you do not intend to return to year 13 and we will withdraw your place. If you have a valid reason, please meet with your Progress Tutor to discuss alternative arrangements.

For the vast majority of students progressing to year 13, Progression Day will be the last day of term and the start of the autumn term of year 13 is 8.50am on **Monday 9 September**. Your timetable will be available on Cedar at 12 noon on **Sunday 8 September**.

Yours Sincerely



Vicky Marks
Principal