



July 2018

Dear Parent/Carer

Re: Start of Term Arrangements for Post 16 Students September 2018 – Year 12

I hope your son/daughter is enjoying their summer break and looking forward to starting Post 16 education in September. I am writing to inform you of the details for the start of the next academic year to help prepare for your son/daughter's entry into Year 12.

GCSE Examination Results and Post 16 Enrolment Day: Thursday 23 August – 9am – 11am

All students who have applied to Post 16 at West Somerset College **must** enrol with us on Results Day if they intend to join us in September.

The College will be open from 9-11am for all students to collect their results in the Main Hall. Students will be issued a form to complete confirming the course(s) they will be studying in light of their results. We will have a Post 16 desk and staff present in the Hall to assist with this. Students are simply required to sign the form, if they have achieved the necessary grades in order to undertake their chosen course(s), and hand it to staff at the Post 16 desk. For those students who do not attain the grades required for their chosen course, staff will be available to discuss their options going forward.

Year 12 Start of Term:

Monday 3rd September at 9am in the bus bay to meet NCS leaders for the Bristol residential

Due to students working with NCS from 3rd to 10th September their start to academic studies will begin on Tuesday 11th September 2018.

Students will spend time with their **Tutors on Friday the 7th and Monday the 10th September**. During this time, their timetables will be issued and new College day timings advised. There will then be an assembly from myself detailing the expectations for the year. **Tuesday September the 11th** will operate as a normal school day and therefore students will attend timetabled lessons.

Tuesday 11th September at 8.40am

Students should be on site by 8.40am for a prompt 8.45am start. Students must check the Tutor lists in Reception and from there go straight to their Tutor Base. Staff will be on hand to direct any students unsure of where their Tutor Base is located. Students should bring basic equipment for college such as pens, pencils and a ruler and any other necessary kit required for their course.

(Continued overleaf ...)

Student Photographs

Tempest Photography will be in college on Friday 14 September to take individual photographs of students. These will be used for our internal records and will also be made available for Parents and Carers to purchase if you wish.

Free School Meals

If your household income is less than £16,109 you may be eligible to receive free school meals. Students eligible for free school meals in Year 11 will automatically be eligible for free meals in Year 12 (no need to reapply), unless your circumstances have changed to make you no longer eligible, in which case you must inform us. Newly eligible students will need to apply either online: www.somerset.gov.uk/freeschoolmeals or by application form available on request from Reception.

Student Bursary

Please find enclosed our 16-19 Bursary Application Form. Application forms can also be downloaded from our website: www.westsomersetcollege.org, Information. Guidelines for completion of the Bursary form are written on the back of the form.

Students wishing to apply for the Bursary must ensure that their application is received by the **closing date of Friday 28 September** as late application risks financial help not being available. If you are thinking of changing your course(s) still apply by the deadline date - you can advise any course changes after submitting your application. In most cases, bursary payments will be made once per term in three instalments of equal amounts. Payments are linked to attendance and academic progress, so payments may be withheld should these not meet expectation.

Specialist Equipment for Vocational Courses

For Vocational courses specialist equipment and/or uniform may be required. Students will have received a kit letter from the Subject Leader detailing what is required and the costs involved. Please contact the Subject Leader if you have any queries. It is important that orders are sent promptly so that the kit arrives in good time.

Public Transport – County (Bus) Ticket

FREE to all West Somerset College Students due to Opportunities funding.

Students MUST apply for their own personalised Bus Pass through Somerset County Council.

The County Ticket is an annual student bus pass and is available for students attending an EFA-funded Post 16 Further Education course. The County Ticket entitles the holder to travel throughout the local authority area of Somerset County Council (subject to the individual bus operator restrictions) and on cross border routes, to and from neighbouring local authority areas, and Bristol. It will not cover journeys that are wholly outside of the local authority of Somerset County Council. The pass is a 'Love the Bus' smart card valid from 1 September 2017 to 31 August 2018, which has the student's name and that of their chosen Post 16 establishment printed on it.

The cost for the Somerset County Council "Love the Bus" ticket for 2018/19 is normally **£795. Due to opportunities funding specific to the post 16 students at West Somerset College you will not have to pay this, therefore transport will be FREE.** This ticket can also be used to go on any other public bus within the county including weekends.

You can apply for the County Ticket on the link below (and lots of useful information for parents). For how to apply, information about restrictions and cancellation details please see the County Ticket Terms and Conditions of use: <http://www.somerset.gov.uk/roads-parking-and-transport/public-transport/county-ticket/>. You can also contact the council either by email at transport@somerset.gov.uk or by telephone on 0300 123 2224.

You should apply before 7 August 2018 to ensure there is a pass ready for collection from the College (or other chosen Post 16 establishment) from 1 September 2018.

If you are unable to use public transport due to a disability, special need or medical problem there may still be assistance available on an individual basis and you should register your interest with Somerset County Council on 0300 123 2224.

Contract Bus Ticket

Students can also use the contracted school bus should space be available. You should apply for access through Somerset County Council on 0300 123 2224. Seats are limited to spare capacity and are allocated on a first come, first served basis. If a seat is allocated you will receive an email from the Council to confirm the seat allocation and advice on what to do next regarding payment (as a guide, the cost for 2016/17 was £488 for the school year). Please note that we are not permitted to issue temporary bus passes for Post 16 students under any circumstances.

Student Parking

Students can park in the north gate car park at the rear of the College (enter via the Hospital Road) or at the front of college along with staff. Parking facilities near 1610 are reserved for users and employees of 1610 and therefore are not be used by students.

I look forward to working with you in the future. Please do not hesitate to contact me at enquiries@westsomersetcollege.org if you require any further clarification. I wish «Forename» all the best with «HisHer» results.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Zoe Stucki', written over a circular scribble.

Zoe Stucki
Headteacher