

CLEARING DAY MORNING

FRIDAY 23RD JUNE

In Hall 4, Gipsy Lane

On **Friday 23rd June 2017** the College will hold clearing for Year 11 students in Hall 4 on the Gipsy Lane site between 8.45am and 1.20pm. All Year 11 students are required to attend, bringing in all textbooks and equipment which have not previously been handed in. Textbooks ***should not*** be left at the College Reception, Key Stage 4 Office or the KS4 Study Centre.

Students will not be expected to wear College uniform on this day, however, we would be very grateful to receive any donations of unwanted College jumpers and ties from the year 11 students [sports kit would also be very welcome]. If students wish to have t-shirts signed then they should bring one in especially for this purpose.

STUDENTS ARE TO REPORT TO HALL 4 AT THE TIMES INDICATED BELOW:

When students arrive at Hall 4 they will need to collect their signing off form from the Year Office representative and will be given instructions as to the signing-off procedure.

When students have gained signatures from their Subject Teachers, Careers Department and Librarian, they must then gain a final signature from a member of the KS4 Team.

Parents / Carers will receive a bill for any unreturned text book / borrowed school ties (costing £6.00 each) or for borrowed squid money.

PLEASE IMPRESS UPON YOUR SON/DAUGHTER THAT THEY MUST ATTEND.

Period 1 8.45am – 9.45am	AB, AC, AH, CBS, CHW	
Period 2 9.50am – 10.50am	CLC, CMC, GS, HSP, IT2	
Period 3 11.15am – 12.15am	Year 11 Final Assembly in the Main Hall, Green Close Site	
Period 4 12.20pm – 1.00pm	KO, NW, RC, RL,	

H. Miles
Assistant Principal KS4

May 2017