



MCH/MCH
18th August 2020

Dear Student

I hope this letter finds you all well and enjoying your summer break. I just wanted to send out further information regarding the Online Registry Day that we will be running this year.

We had already announced that we would use Centre Assessed Grades in our admissions process to ensure it was as fair as possible and are delighted that these will now be used as the basis of your GCSE grades.

Below is a timeline of how we will run Registry Day this year which has already been sent to you as a reminder. This outlines what will happen with your applications, results and offers for Post 16 and how we will contact you and how you are able to contact us and your teachers should you need to.

Thursday 20th Aug	Students results will be distributed and Post 16 will start to look at them in line with our college and subject specific entry requirements. External students need to send their GCSE results (copy/photo of the slip) to post16@brookvalegroby.com by 12 midday.
Friday 21st Aug	Post 16 will look at results and entry requirements against your final subject choices as notified to us on the Google Form.
Monday 24th Aug	Letters will be emailed to students confirming places at the college and places on chosen subjects with further instructions and what to do next. We will email your school email address so please check it.
Tues 25th Aug (9.30 - 12)	Teachers and the Post 16 team will be available via email/telephone/Google Meet for students. Please contact the subject teacher directly if you wish to change to your subject or need further information initially via email and a meeting can be arranged if necessary. All other enquiries please contact the Post 16 Team post16@brookvalegroby.com Teachers email addresses can be found on our website or you can contact them through the google classroom. Post 16 can be contacted via post16@brookvalegroby.com
Tuesday 25th August 3.00pm	All students will need to confirm their places and subjects by <u>3.00pm via the google form that will be sent with your offer letter.</u>

If you have decided you will not be attending our college and will be accepting an offer from another college could you please email us to let us know post16@brookvalegroby.com or complete the google form that will be sent with your offer.

Following confirmation of places (**3pm Tues 25th Aug**) we will start to create timetables for students ready to start in Post 16. A letter was sent out last week confirming your start date will be Friday 28th August. You will be invited in to spend time with your tutor, have your photos taken for your ID card and start your classes. If we receive any further guidance from the government that means we need to change this date we will contact you as soon as possible.

Good luck with your GCSE results, we hope you achieve the grades required for entry into the school and to the subjects you have chosen and look forward to seeing you in Post 16.

If you have any questions or need any further guidance at this point please do not hesitate to contact us post16@brookvalegroby.com

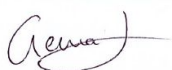
Finally, please stay safe and listen to the information the government is delivering regularly. Together we can beat this and return to normality as soon as possible.

Kind Regards



Michelle Cheadle

Head of Post 16



Gemma Smith

Student Support Officer

CC:Parents