



CALENDAR OF EVENTS 2009-2010

DAY	DATE 09-10	EVENT	Tutorial Framework [C] = Compulsory
Thursday	20 August	A/AS/ND results; Clearing – Careers staff. Surgery for Level 3 students 10am onwards	
Monday	24 August	Staff Development Day	
Tuesday	25 August	AS to A2 re-enrolment (A2 subjects only)	
Wed-Thurs	26-27 August	ALS staff planning meeting (10-12 Guidance Centre) (Attend either Wednesday or Thursday)	
Thursday	27 August	GCSE/Vocational results; Clinics – College staff in local schools (+ Guidance Centre for non-Harlow applicants)	
Friday	28 August	Tutorial planning for Term 1 completed on Learning Plan (Scheme of Work)	
Fri-Wed	28 August-9 Sept	Full-time enrolment of new students + Initial Assessment (CTAD)	
Monday	31 August	Bank Holiday	
Wednesday	2 September	A2 students can enrol for AS subjects (2pm-4pm)	
Thursday	3 September	6 th Form induction day for students who did not attend in June	
Friday	4 September	Introduction to Student Services talks to have been booked (ext 8139)	
w/c	7 September		6 th Form Induction [C]
Monday	7 September	New teaching year starts for all Sixth Form students. College Induction (Induction continues to Half Term)	
Mon-Tues	7-8 September	Induction days, vocational courses	
Thurs-Wed	10-16 September	Late applications and enrolment + Initial Assessment (CTAD)	
w/c	14 September		Full-time Induction [C]
Monday	14 September	New teaching year starts for vocational students. College Induction (Induction continues to Half Term). Code of Conduct (Learner Agreement) and Commitment to Study forms signed and filed	SU nominations open
Monday	14 September	Long part-time courses start	
Friday	18 September	Initial 1:1s completed. All students to have had opportunity to complete Personal Disclosure Form	
Friday	18 September	Welcome Letters to be posted (to include timetable, term dates and specific course)	

Unannounced lesson observations and audits continue throughout the year



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		events – assessments, visits, parents' evenings etc)	
w/c	21 September	Diagnostic assessments to ascertain students' knowledge and skills levels	'Electing a Learner Rep' [C]
w/c	21 September	UCAS Presentations Students 3pm Parents 7pm (Tuesday and Thursday)	
w/c	21 September	Short part-time courses commence	
Wed/Thurs	23/24 September	College Students' Fair	Students' Fair
Friday	25 September	Passmores Year 10 College Tour (2pm)	
Friday	2 October	First 1:1/ILP Review to have been completed (all students). Student scoring completed	SU nominations close
Friday	2 October	ALS action plans completed and top copy returned to Wendy West	
W/c	5 October	Learner Satisfaction Questionnaires (start of course) (completed by 23 October)	'You and Your Community' [C] Fire Brigade talks
w/c	5 October	Course Confirmation Week. Any transfers completed	
w/c	5 October	Enrichment activities start	
W/c	5 October	Parents' evenings – vocational courses (Academies to arrange and book accommodation)	
Tuesday	6 October	Westvic Key Skills Day 1	
Thursday	8 October	Mark Hall "Choices" evening	
Friday	9 October	Passmores Year 11 tasters (9am-1pm)	
W/c	12 October	Parents' evenings – vocational courses (Academies to arrange and book accommodation)	
W/c	12 October	Academy Learner Panel meetings during which Student Council elections for the year take place	
w/c	12 October	SU election campaigning	SU Election campaigning
Thursday	15 October	UCAS closing date for Oxford, Cambridge and for medicine, dentistry and veterinary science	
W/c	19 October	Student Union elections	Black History activities
w/c	19 October	HE Finance workshops for parents	

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Mon/Tues	19/20 October	Stewards mock interviews	
Tuesday	20 October	Stewards Roadshow (9am-12.30pm)	
Wednesday	21 October	Student Council Induction meeting – 2pm	
Thursday	22 October	Westvic Parents' Evening	
Thursday	22 October	Deadline for requests for new examination concessions (to Wendy West)	
Friday	23 October	Staff Development Day	
W/c	26 October	Half Term for students. Guidance Centre workshops for UCAS Personal Statements	
W/c	2 November	Academy Learner Panel meetings	Fire Brigade talks Learn to Sign Week (5-11 Nov)
Tuesday	3 November	Open Evening – general public 5.30- 7.30pm	
Wednesday	4 November	Westvic Key Skills Day 2	
Friday	6 November	Target last college date for UCAS applications	
w/c	9 November		Sexual Health talks and theatre workshop
Tuesday	10 November	Burnt Mill Roadshow (tbc)	
Monday	16 November		Road runners
Tuesday	17 November	College Student Council – 2pm	
Tuesday	17 November	St John's Roadshow	
Thursday	26 November	Stewards Careers evening (3.30pm onwards)	
W/c	30 November	Academy Learner Panel meetings	
w/c	30 November	Part-time short courses – ten week end	
w/c	30 November	14-16 reports Year 10/11 – start report writing	
Friday	4 December	Short part-time courses finish (notional)	
w/c	7 December		Christmas Charity Week
Tuesday	8 December	Mark Hall Roadshow	

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Wednesday	9 December	UCAS - final date for applications to meet 15 January 2010 UCAS deadline	
W/c	14 December	Collection of portfolios and coursework from 2008-9 (Hall) (Academies to arrange)	Focus groups
Thursday	17 December	Staff Development Day	
Friday	18 December	Staff Development Day	

***STUDENTS' CHRISTMAS HOLIDAYS COMMENCE 21 DECEMBER 2008
(A Level students will be directed to attend revision sessions 21-24 December 2009)***

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DAY	DATE 09-10	EVENT	Tutorial Framework [C] = Compulsory
Monday	4 January	Spring Term commences.	
w/c	4 January	Moving On Activities commence	
w/c	4 January	14-16 Reports signed off (tbc)	
w/c	4 January	Learner Questionnaires (Framework for Excellence) available on Qube (until 5 February)	Learner Questionnaires [C]
Friday	8 January	Passmores Year 9 Taster Day	
Friday	15 January	UCAS deadline – applications “late” after this date	Learner Questionnaires [C]
w/c	18 January	Short Part-time courses commence	Learner Questionnaires [C]
Friday	22 January	Passmores mock interviews	
w/c	25 January	Academy Learner Panel meetings	Learner Questionnaires [C]
Wednesday	27 January	St John’s “Beyond 14” evening	
w/c	1 February		Learner Questionnaires [C]
Thursday	4 February	Open Evening - Members of the general public 5.30 - 7.30pm	
Friday	5 February	Learner Questionnaires (Framework for Excellence) to have been completed	
W/c	8 February	Parents’ evenings (Academies to arrange and book accommodation)	‘Looking After Your Health’ [C] Health Fair
Tuesday	9 February	Stewards interviews (9am-1pm, 2pm-4pm)	
Wed/Thurs	10/11 February	Moving On Roadshow	
Thursday	11 February	College Student Council – 2pm	
Friday	12 February	Staff Development Day (not Westvic)	
w/c	15 February	(Essex schools’ half term week – for information)	
w/c	15 February	Moving on/Application forms issued to AAMs (all students)	
Monday	15 February	Westvic Staff Development Day	
W/c	22 February	Parents’ evenings (Academies to arrange and book accommodation)	‘Volunteering’ [C] Holocaust speaker and Focus Groups

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Thursday	25 February	Westvic Key Skills Day 3	
Tuesday	2 March	Burnt Mill Interviews (tbc)	
Tuesday	2 March	Stewards Year 9 Taster (1.15pm-3pm)	
w/c	8 March		'What does it mean to be a Citizen?' [C]
Tuesday	9 March	St John's Interviews	
Thursday	11 March	GCE unit results published (online versions; paper version 18 March)	
Friday	12 March	Passmores Interviews (tbc)	
W/c	15 March	Academy Learner Panel meetings	Student Conference
Tuesday	16 March	Mark Hall Interviews (tbc)	
Wednesday	17 March	Taster Session for non-partner schools (4.30-6pm)	
Friday	19 March	All Moving On forms to have been returned to Guidance Centre	
Saturday	20 March	Taster Session for non-partner schools (10-12)	
w/c	22 March	6th Form Parents' Evening	
w/c	22 March	Part time short courses finish.	
Tuesday	23 March	Westvic Key Skills Day 4	
Wednesday	24 March	UCAS closing date for a limited number of Art courses	
Friday	26 March	Short part-time courses finish (notional)	
w/c	29 March	Charity Week	Charity Week
Friday	2 April	Bank Holiday (Good Friday)	
STUDENTS' SPRING (EASTER) HOLIDAY COMMENCES 5th APRIL			

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Monday	12 April	Start of Summer Term (Westvic) – Revision Sessions	
Monday	19 April	Start of Summer term, including all part-time courses	
w/c	26 April	Student evaluations available on Qube (to 14 May)	'Celebrating our Differences' (Diversity) [C] Talent Show (29 April)
W/c	26 April	Academy Learner Panel meetings	
Monday	3 May	Bank Holiday	
Tues-Fri	4-7 May		Health and Safety Week
Wednesday	5 May	Open Evening - Members of the general public 5.30-7.30pm	
Wednesday	12 May	College Student Council – 2pm	
Monday	31 May	Bank Holiday	
w/c	31 May	(Essex schools' half term week – for information)	
Monday	7 June	A2 courses (2010-2011) commence	
Friday	11 June	Mark Hall Year 10 Taster (a.m.)	
w/c	14 June	Celebration of Success	
W/c	14 June	Re-enrolment of continuing and progressing vocational students (tbc)	
w/c	14 June	14-16 reports (Year 10 only) – to be written (tbc)	
Friday	18 June	Learner Mentors in place for New Students' and Parents' evenings	
Friday	18 June	Long part-time courses finish (notional)	
w/c	21 June	Last week for short part time courses (notional)	
Friday	25 June	Westvic end of Year	
W/c	28 June	New students' and parents' events/evenings (Monday = Skills Academy, Monday/Tuesday = 6 th Form, Thursday = Vocational Studies)	
W/c	28 June	Aim Higher visits and Super Fair	
w/c	28 June	Sign off 14-16 reports (tbc)	

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Friday	2 July	BTEC Certificate claim deadline for learners following the academic year	
Friday	2 July	All progressing and continuing Yr1 to Yr2 students re-enrolled (not A Level students)	
w/c	5 July	RAP starts (and continues through summer)	
Friday	9 July	END OF YEAR – FOR FULL-TIME STUDENTS (who have completed all work)	
Thursday	19 August	A2/AS/BTEC National Results; Clearing and Adjustment open	
Tuesday	24 August (tbc)	GCSE/BTEC First Results	

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