



Toot Hill College Induction Days

Tuesday 20th June 2017 – All students

Wednesday 21st June 2017 – By appointment



College Induction Days 2017 - FAQs

- Please find on the following slides answers to some frequently asked questions regarding the upcoming Toot Hill College Induction Days:

1. When are they taking place?
2. Where are they taking place?
3. What will happen during the two days?
4. What should I bring with me?
5. What facilities are there for food?
6. What should I wear?
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8. What if I want to change one of my three course options?
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10. What if I have any further questions?



1. When are they taking place?

- There are two College induction days.
 - **Tuesday 20th June 2017 (8.30am – 3.30pm)**
 - **Wednesday 21st June 2017 (*By appointment*)**
- **All students** should attend the first day of induction on the Tuesday.
- **Only students and/or parents who wish to book an appointment to discuss a specific concern before starting in September should attend the second day of induction on the Wednesday.**



2. Where are they taking place?

- The College Induction Days will take place in the main College building, which is called 'The Suthers Building'.
- *This is located at the very end of the car park as you drive into Toot Hill School, past both the lower school buildings and Bingham Leisure Centre.*
- Students should go into the building through the College reception, where they will be greeted on both days by members of College staff.

3. What will happen during the two days?

- A full timetable of the Tuesday induction day can be found on our College website at the following location:
- www.toothillschool.co.uk
 - 'College noticeboard'
 - 'Induction Days'
 - 'College Induction Days - Timetable and summary'

4. What should I bring with me?

- On the Tuesday, students will experience a 'normal day' at College so should bring with them equipment they would use during a normal school day.
- For example, students should bring:
 - Pens
 - A notepad / lined paper
 - Lunch or money to purchase food from the College canteen
- If you wish to book an appointment on the Wednesday, please bring any documentation that you think would be appropriate for the matter you wish to discuss at the meeting.

5. What facilities are there for food?

- The College building has an on-site canteen called **'The Curve Café'**.
- On **Tuesday 20th June** students can bring their own lunch or buy food from the College canteen.
 - A main meal costs **£2.60**
 - A main meal + dessert costs **£2.90**
 - **The menu of the day can be found on the slide below.**

**Please note that the Curve Café usually serves food to College students throughout the morning and lunchtime period, but during the Tuesday induction day all students will have lunch during Periods 5 and 6, which may make it a little busier than usual.*



6. What should I wear?

- Students should wear clothing in line with our **College dress code**, *outlined in our prospectus as:*
- **Dress Code:** *Since we moved into our new building, we have introduced a more professional dress code, which has been designed to reflect the values of hard work and professionalism we instil in all our students. The dress code requires students to attend college in smart/casual clothing, which excludes denim, trainers, t-shirts, shorts, low-cut tops, leggings and sports wear. Further details about the dress code are available on request.*



7a. What if I cannot attend?

- **We advise all students to attend the Tuesday induction day** because important information will be given regarding all aspects of College life.
- **A reminder that due to the dates of the National Citizenship Service scheme, the induction dates are earlier in the year than previously because significant numbers of our pupils take part in NCS.**
- **This was outlined on the letter given to all students at interview, as included below:**
- *“Please note that these days must take place earlier this year than previous years in order to allow the high number of students that participate in the National Citizenship Service programme the opportunity to attend. As such, if your son/daughter is sitting either of the two final GCSE exams - Dance GCSE on Wednesday 21st June 2017 or Product Design GCSE on Monday 26th June 2017 – please notify us of these circumstances provision will be put in place to ensure your son/daughter receives all the necessary information.”*



7b. What if I cannot attend?

- If, however, there are extenuating circumstances which mean you cannot attend the Tuesday induction day, please contact us on the following to discuss:
 - **Telephone:** College reception - 01949 863072
 - **Email:** college.admin@toothillschool.co.uk



8a. What if I want to change one of my course options?

- All students offered a provisional place at interview have been guaranteed a place on the three courses they selected at the time of interview.
- If a student now wishes to change one of their options, it will depend on the following two factors:
 1. A student must meet the course specific entry requirements of the new course they wish to change onto (*these are available to view on pages 18-19 of the College prospectus, available on our website*).
 2. There must be available places on the new course that the student wishes to change onto.
- *The above was also detailed on the copy of the letter given to all students at interview.*



8b. What if I want to change one of my course options?

- Nevertheless, if you now wish to consider changing one of your three course options, you have the following options:
1. **If you would like further advice** on whether to change courses, please book a 15-minute appointment to see a member of the College team during the Wednesday induction day.
 2. **If you do not feel you need any further advice, but would still like to apply to change one of your courses**, please ask the College reception during the Tuesday induction day for a '*Changing courses application form*' which needs to be completed and returned to the College as soon as possible as place will be allocated on a first-come first-served basis.



9a. How do I book an appointment to see a member of staff on the Wednesday induction day?

- **Please consider booking an appointment with a member of our team during the Wednesday induction day for issues such as:**
 - Individual student needs or access arrangements you would like to discuss with us in further detail before your child begins College.
 - Course choice related concerns – for example if your child wishes to discuss changing one of their three courses and requires further advice.
 - Queries if you child has applied from an education system outside the English one and has qualifications that are different to GCSEs.*

** Please note that while we have made ourselves available for appointments throughout the day, we would like to prioritise concerns that require action before a student begins with us in September. As such, please note that the first week of College in September will also have dedicated time for the further induction of students at the start of the year and other concerns about starting College can also be addressed at this point.*



9a. How do I book an appointment to see a member of staff on the Wednesday induction day?

- **Appointments are available throughout the day, from 8.30am – 3.30pm (*excluding 12.40 – 1.25pm*).**
- **If you wish to make an appointment during this day:**
 - An appointments sheet will be available for all students to sign up to during the first day of induction – Tuesday 20th June.
 - Alternatively, if you wish to pre-book an appointment before this, please contact the College Office on 01949 863072 or college.admin@toothillschool.co.uk



10. What if I have any further questions?

- **If you have any further questions regarding the College Induction days please note:**
 1. College staff will be available throughout the Tuesday induction days to answer questions from students.
 2. If your query needs an answer beforehand, please do not hesitate to contact the College on 01949 863072 or college.admin@toothillschool.co.uk



*Thank you – we are looking
forward to seeing you!*