

Dear Level 2 Students,

Congratulations, you have now finished your Level 2 / Pre - Advanced year at Varndean College. Following the disrupted educational journey that all students faced through the Pandemic it is important to recognise the challenges that were in place this year for all students and the success you have made in achieving all that you have.

Please find your end of year information in this letter and the details regarding your results and enrolment interview for September 2022 below.

**End of Year Expectations:**

- It is expected that you have returned any borrowed library books to the library, and any other equipment to the relevant teacher before the Summer holidays.
- It is expected that you have completed all of your exams and submitted your final coursework.
- It is expected that you have accessed progression advice from the Careers Team ([careers@varndean.ac.uk](mailto:careers@varndean.ac.uk)) if you are yet to form a clear progression route or plan b alternative route.
- It is expected that all students who are leaving Varndean College from this point request their deposit back via the deposit form on My Varndean.

**Exam Results:**

- Results will be available on My Varndean on August 25th after 8.00 am. You will need to go to My Varndean - Learning Tab and then 'Exam Results' in the drop down menu.
- Information regarding exam certificate collection will be sent out at a later date.

**Enrolment Interviews for September 2022**

- You will be sent an individual time slot to attend an interview on either 25th, 26th or 30th of August. You will not receive an interview allocation if you have been told directly that you are unable to return for your studies in September 2022.
- It is important that you attend promptly and access your allocated time slot. If you are unable to attend your allocated interview slot then you will need to contact Admissions in advance ([admissions@varndean.ac.uk](mailto:admissions@varndean.ac.uk))
- You have all been made aware of the Progression Criteria in place and what you needed to do to ensure your place at Varndean College next year. As discussed at your most recent interview, your place is dependent upon your exam results and whether you have met the Progression Criteria listed below.
  - Good Attendance Record
  - Merits in Vocational Studies (CTEC / BTEC qualifications)
  - Grade 4 in GCSE English / Maths
  - Good Teacher / Tutor References
  - Good effort grades on reports.
  - Students on any Amber / Red status should have demonstrated significant progress.

- This criteria is in place to not only help motivate students to achieve well this year but also because we recognise the academic demand of Advanced Level/Level 3 qualifications and the skills required to achieve.
- If students have not met the Progression Criteria they will be directed to our Careers Team who will be on site on 25th, 26th or 30th August. Students in this situation should attend their given time slot and expect to be directed to Careers for further guidance in relation to alternative options.
- If you do not return for your allotted interview you will be referred to the YES programme in Brighton and Hove to ensure you are able to access support that you require in order to identify your next steps. You can find out more about their services here:  
<https://www.brighton-hove.gov.uk/families-children-and-learning/youth/youth-employability-service>

If you have any questions or concerns regarding this process or student progress please do not hesitate to get in touch with their Tutor or myself.

Wishing every student the very best of luck with their exam results and a happy and healthy Summer break.

Yours Faithfully,



George Marshall

Head of Level 2