



# WEEKLY BULLETIN | Friday 11 December 2020

## The Week Ahead

Weekly Menu	Please <a href="#">CLICK HERE</a> to see our current Menu
Extra-Curricular Clubs	Please <a href="#">CLICK HERE</a> to see our current programme
Sports Clubs and Fixtures	Please <a href="#">CLICK HERE</a> to see our current programme
Vacancies	Please <a href="#">CLICK HERE</a> to see a list of our current Vacancies

## Key Dates

<b>Thursday 17 December</b>	Virtual Christmas Concert
<b>Friday 18 December</b>	End of Autumn Term Half Day (school closes at 1.30pm)
<b>Monday 21 December – Friday 01 January</b>	Christmas Holidays
<b>Monday 04 January</b>	Staff Training Day
<b>Tuesday 05 January</b>	Start of Spring Term



# Principal Letter

Dear Parents and Carers

As you can imagine, this week has been quite challenging in school. I'm sorry that it was necessary to ask the year groups to work at home on different days this week. The BBC has reported this afternoon that the length of time that individuals must isolate after being in contact with a positive case of Covid-19 is to be reduced from 14 days to 10 days. If this is confirmed by the Government, hopefully this would mean that we would be able to revise our plans for next week as some teachers would be released from isolation sooner than expected. We will let you know of any changes to planned remote working times as soon as we can. In the meantime, the current arrangements are on the website: [www.cambournevc.org](http://www.cambournevc.org)

## **Free School Meals**

The College is working with the Local Authority to distribute shopping vouchers for families on free school meals next week to cover the two weeks of the Christmas holiday. This will operate on the same basis as during the summer. If your child has free school meals and you did not receive a letter on School Post this week, please contact us as soon as possible: [thecollege@cambournevc.org](mailto:thecollege@cambournevc.org)

## **Staff Training Days**

You may be aware from the media that the Department of Education has offered schools the opportunity to close on Friday 18 December for an impromptu staff training day, to replace one planned for later in the year. We have plans in place for a full day's staff training on 4 January and will not be closing on 18 December.

## **School Development Planning**

If you would like to see the PowerPoint that accompanied Ms Gildea's Development Plan update to the Governors last week, it is on this link: <https://www.cambournevc.org/download.php/Development%20Priorities%20Dec.%202020>

## **Christmas Appeal**

Thank you for the many generous donations already made to our Christmas Appeal; any contribution of any size towards making the Christmas break better for our pupils who are suffering from financial hardship in this exceptional year would be very gratefully received. The appeal closes on Monday 14 December at 8.00am.

**Christmas Concert** – Against all the odds, with after school music clubs halted, pupils working from home, and band members in isolation, we are still having a concert this Thursday – Mr Page describes this as Plan 23. ( I know the feeling...) Please do join us! Details are on the next pages.

I hope that you are all able to enjoy the weekend in some fashion!

Take care, everyone.

Claire Coates  
Principal

# Parent Wellbeing Survey

Please click on the link below and complete the well-being survey to give us the widest possible view of how our students are coping with the current situation. Thank you.



[Parent Wellbeing Survey](#)

## Next Week

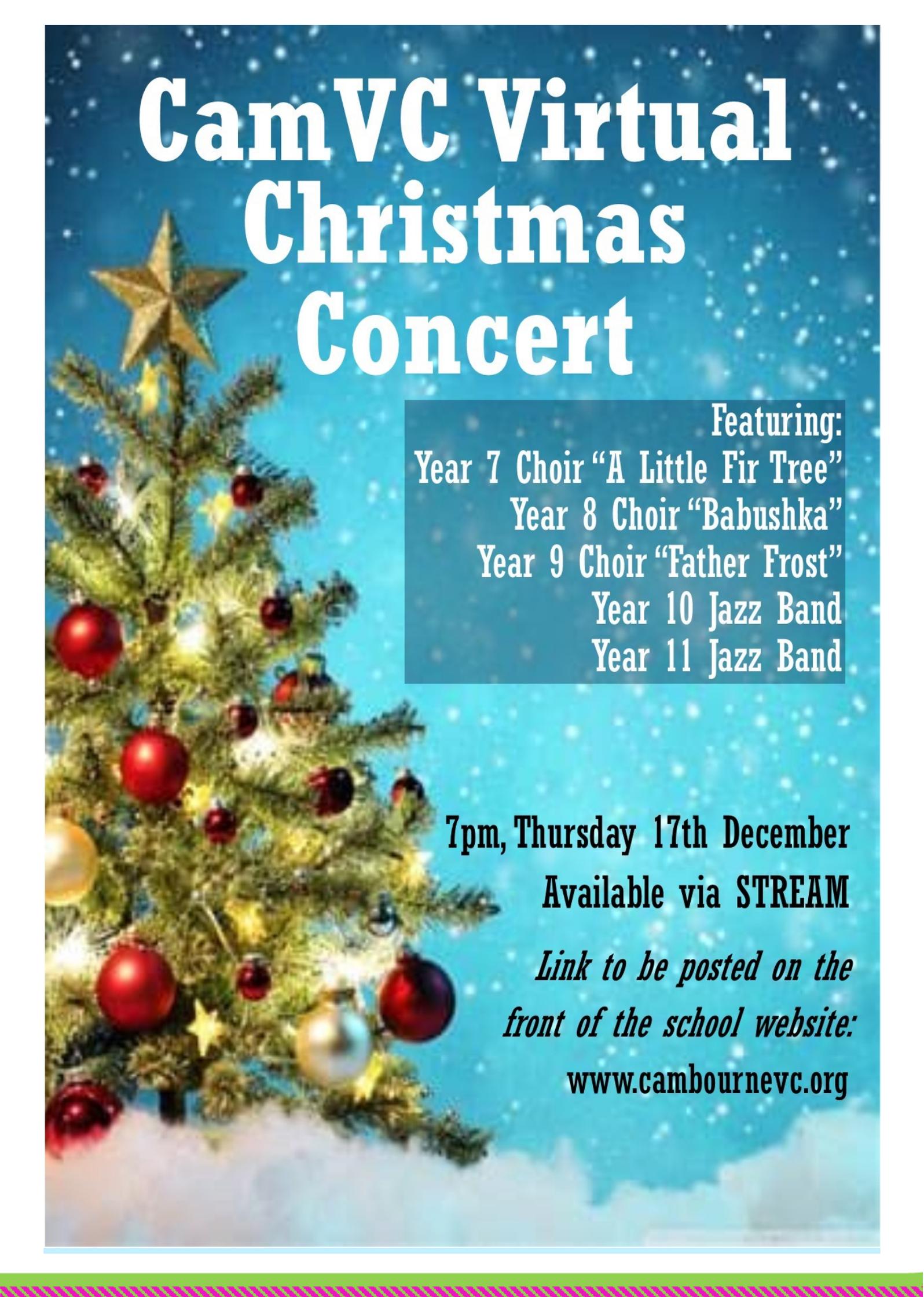
	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Year 7</b>	Arrive at normal time. Leave at 12.40pm.	Arrive at 10:45am. Normal Leave time.	Normal Day	Normal Day	Arrive at normal time. Attend Registration and P1 and 2. Leave at 10.40am
<b>Year 8</b>	Arrive at 10:45am. Normal leave time	Arrive at normal time. Leave at 12:40pm	Normal Day	Normal Day	Arrive at normal time. Half day: Leave at 1.30pm
<b>Year 9</b>	Normal Day	Normal Day	Arrive at 10:45am. Normal Leave time	Out all day	Arrive at normal time. Half day: Leave at 1.30
<b>Year 10</b>	Arrive at normal time. Attend Registration and P1 and 2. Leave at 10.40am	Normal Day	Arrive at normal time. Leave at 12.40pm	Normal Day	Arrive at normal time. Half day: Leave at 1.30pm
<b>Year 11</b>	Normal Day	Normal Day	Normal Day	Arrive at normal time. Leave at 12.40pm	Out all day



On the last day of the Autumn Term (Friday 18 December), students in Years 7 to 11 are invited to wear their own jumpers... They can be festive, Christmassy or just their own.

*School will close at 1.30pm on that day.*

A donation of £1 is suggested, which can be brought in on the day or given using the following link: <https://www.savethechildren.org.uk/donate>



# CamVC Virtual Christmas Concert

Featuring:  
Year 7 Choir "A Little Fir Tree"  
Year 8 Choir "Babushka"  
Year 9 Choir "Father Frost"  
Year 10 Jazz Band  
Year 11 Jazz Band

**7pm, Thursday 17th December**

**Available via STREAM**

*Link to be posted on the  
front of the school website:*

[www.cambournevc.org](http://www.cambournevc.org)

# Thank You!

Huge thanks to the **Cambourne Volunteer Task Force** for this amazing parcel of gifts delivered for staff at the College – we are really touched! The staff enjoyed tucking into their chocolates!



# Useful Links



Please click on the link below to access our **Christmas Active Advent** and other PE related information this week:

[Parent Bulletin Links - PE](#)

Please click on the link below to access **Covid-19** related information:

[Parent Bulletin Links - COVID-19](#)



Please click on the link below to view our latest **PSHE** information and lesson content for this term.

[Parent Bulletin Links - PSHE](#)

Please click on the link below to view our latest **DofE** updates:

[Parent Bulletin Links - DofE](#)



Please click on the link below to find information about our **Music clubs**:

[Parent Bulletin Links - Music Clubs](#)

# Self Isolation Support



## Positive help if you've tested positive (or are a close contact of someone who has)



**Need to self-isolate? We can help you!** If you've been told to self-isolate, you're not alone.

Help is available to everyone across Cambridgeshire who has been asked to do this to break the chain of infection – and stopping its spread to our most vulnerable people.

**This includes financial help, emotional help or practical support to do day-to-day things.**

### What **support** can you receive?



The Government's Test and Trace Support Payment Scheme is run by each of the district and city councils across Cambridgeshire and entitles people who meet certain criteria to **a one-off payment of £500 if they lose income because they can't work**. This payment can be made available on multiple occasions if you are a close contact of people who test positive a second or even third time.



If you aren't eligible for the government support, don't worry – there's a local discretionary fund which can **give you financial support so you can pay your essential bills**.



There is also a network of support hubs run by the district and city councils which can **support you with food shopping, collecting medicine, dog walking, befriending services and in many other ways**.



**Please get in touch if there are barriers preventing you from self-isolating, as we can help you to remove them.**

**There really is no reason not to self-isolate.**

Details of all the support available can be found on your local council's website or at [www.cambridgeshire.gov.uk](http://www.cambridgeshire.gov.uk)



**You can also contact your local support hub via your local council or by calling **0345 045 5219**.**

# PE Lessons Next Week



PE lessons turn festive, for Years 7-9 as pupils will be taking part in either a Santa Dash or Christmas Ceilidh next week.

Please encourage your child to come to their PE lessons with festive decorations to go alongside their normal PE kit. For example Santa hats, tinsel, reindeer antlers etc.

We'd love to see how Christmassy you can be in these lessons!



VS



## Work Opportunity



*"The teaching is a joy and I have the flexibility to deliver a course that engages and empowers the children in a fun way."*

an Outspoken cycle instructor



[outspokentraining.co.uk/vacancies](http://outspokentraining.co.uk/vacancies)

### We're searching for new Cycle Instructors

#### Could you inspire the next generation of cyclists?

Outspoken Training are looking for confident communicators to enthuse school children to make more journeys by bicycle.

If you have loads of enthusiasm to share and are looking for rewarding work to deliver during school term time, we would love to hear from you.

**Role:** Freelance (self-employed)

**Hourly Rate:** £12

**Cycle Training Programme:** Bikeability

**Training and Support:** We provide full, free training and ongoing support including nationally recognised qualifications.

For more information, please contact Graham:

[jobs@outspokentraining.co.uk](mailto:jobs@outspokentraining.co.uk)

01223 473820



# Parent Consultations



## Heads Up

### Year 9 Parent Consultation



**Thursday 04 February 2021**

Lessons taught will be periods 1, 2, 5 and 6

School will finish as follows:  
Year 7 and 10—Leave at 1.25pm  
Year 8—Leave at 1.30pm  
Year 9 and 11—Leave at 1.35pm

More information about signing up will be sent closer the time.

### Year 8 Parent Consultation



**Thursday 04 March 2021**

Lessons taught will be periods 3 to 6

School will finish as follows:  
Year 7 and 10—Leave at 1.25pm  
Year 8—Leave at 1.30pm  
Year 9 and 11—Leave at 1.35pm

More information about signing up will be sent closer the time.

### Year 10 Parent Consultation



**Thursday 22 April 2021**

Lessons taught will be periods 1 to 4

School will finish as follows:  
Year 7 and 10—Leave at 1.25pm  
Year 8—Leave at 1.30pm  
Year 9 and 11—Leave at 1.35pm

More information about signing up will be sent closer the time.

### Year 7 Parent Consultation



**Thursday 10 June 2021**

Lessons taught will be periods 3 to 6

School will finish as follows:  
Year 7 and 10—Leave at 1.25pm  
Year 8—Leave at 1.30pm  
Year 9 and 11—Leave at 1.35pm

More information about signing up will be sent closer the time.

# KS3 Science Assessments

## END OF TERM SCIENCE TESTS

Year 7, 8 and 9 students will be doing science tests towards the end of term – please see full details below



**Year 7:** Tests will be completed in the **week commencing 07 December** and will be 45 minutes long. The test will be on Core Biology, Core Chemistry and Core Physics units that have recently been covered in class



**Year 8:** Tests will be completed in the week **commencing 30 November** and will be 1 hour long. The test will be on the units covered in class since September. This will either be Space, Reproduction and Atoms; or Living World, Light and Simple Chemical reactions, depending on the rotation of units undertaken



**Year 9:** Tests will be completed in the **week commencing 07 December** and will be 1 hour long. The test will be on the units covered in class since September. This will be three of the following four units: Understanding Health, Waves, Separating Mixtures, and Matter

**Please encourage your child to revise for these tests.** Resources to assist with this will be posted on Show My Homework.

## Save the Date: Y9 Options Evening

**Year 9 Virtual Options Evening: Thursday 21 January 2021**

### Year 9 Options Evening

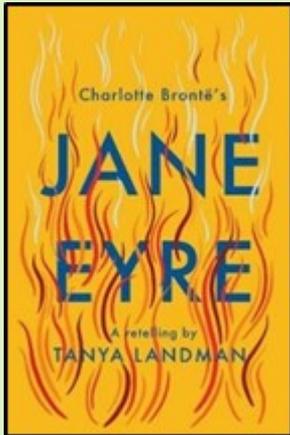
Further Information for Parents

We hope that all parents and pupils will attend this evening as it provides an excellent opportunity to explain the framework of the Key Stage 4 Curriculum, the range of courses on offer and the process of making the options choices.

More information will be sent closer the time.

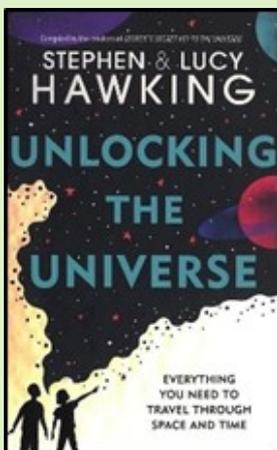
# Library Recommendations

## **Charlotte Brontë's *Jane Eyre: a Retelling* by Tanya Landman**



A retelling of the classic Gothic romance by Charlotte Bronte. After a miserable childhood, the offer of a job at Thornfield Hall seems to promise Jane Eyre a brighter future. But joyless laughter echoes along its corridors. Strange things happen in the dead of night. Secrets lurk in the attic. When Jane meets the owner of Thornfield Hall - the enigmatic, brooding Mr Rochester - her life is changed for ever. For better? Or for worse?

## **Unlocking the Universe by Stephen and Lucy Hawking**



A collection of real facts and scientific theories which were used in the *George's secret key to the universe* series. Prepare to unlock the secrets of the universe with Lucy and Stephen Hawking in this incredible collection of writing by scientists from all over the globe. Beautifully illustrated and absolutely bursting with incredible facts and figures, this is the perfect guide to everything you've ever wanted to know about our world and beyond. Where will you begin?

# Y11: Summer Exams Arrangements



We welcome the announcement this week about extra measures to support students ahead of next summer's exams.

Read the full announcement here:

[Extra measures to support students ahead of next summer's exams - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/extra-measures-to-support-students-ahead-of-next-summer-exams)

This means that the main exam period will be running from 26 May to 2 July 2021.

The new contingency exam period will run from 28 June to 16 July 2021.

# Online Safety | Apps

## KEEPING YOUR CHILD SAFE ONLINE

Your child/children may be online more than usual at the moment. Please see below some links to helpful ideas and materials around keeping children safe online:

<https://www.net-aware.org.uk/>

<https://www.thinkuknow.co.uk/>

<https://oursaferschools.co.uk/home-learning-hub/>



## TEAMS | ONENOTE

Microsoft Teams, Teams assignments, and OneNote are becoming increasingly more central to the way we are providing and receiving work. Below are some resources to help you support your children with these services.

[Click here](#) for a guide to handing in Teams Assignments

[Click here](#) for a YouTube playlist with short tutorial videos (if you prefer, your child can access the same videos through their school account [here](#))



## COMBINED MINDS APP

Combined Minds is an app for parents and carers developed for teenage mental health charity Stem4 by Clinical Psychologists. The app aims to help families and friends support young people with their mental health.

Combined Minds use a 'strength based approach' which focuses on the positive attributes of the person and builds on resourcefulness and resilience. The app helps families to find ways to provide the right environment to help individuals they support affect their own change.



The app includes providing further information on certain needs such as anxiety and digital addiction as well as offering ways of accessing further help and useful suggestions of 'things you can do in the moment' to help support the young person.

More information can be found through the Combined Minds website at:

<https://combinedminds.co.uk/>

# Online Safety | Apps

At National Online Safety we believe in empowering parents, carers and trusted adults with the information they need to hold an informed conversation about online safety with their children, should they feel it is needed. This guide focuses on one platform of many which we believe trusted adults should be aware of. Please visit [www.nationalonlinesafety.com](http://www.nationalonlinesafety.com) for further guides, hints and tips for adults.



TikTok is a video-sharing social media app available on iOS and Android which lets users create, share, and view user created videos in a similar manner to Facebook, Instagram and Snapchat. Its main draw, however, is that users can record and upload bite-sized looping videos of themselves lip-syncing and dancing to popular music or soundbites, often for comedic effect, which can then be further enhanced with filters, emojis and stickers. TikTok has been designed with the young user in mind and has a very addictive appeal. At the beginning of 2019 it skyrocketed in popularity and has featured near the top of download charts ever since. Estimates suggest that it now has anything between 500 million and over 1 billion monthly active users worldwide.



## What parents need to know about

# TIKTOK



### AGE-INAPPROPRIATE CONTENT

On the iOS store, TikTok is listed as 12+. On the Google Play Store it is rated as 'Parental guidance recommended'. When signing up to the app, it's possible to lie about your age without any form of verification. As children scroll through their feed, most of the videos they're likely to come across are light-hearted or designed to make people laugh. However there have been a number of videos reported for featuring drug and alcohol abuse, self-harm and young teens engaging in sexually suggestive content. More recently, suicide-themed related videos have been widely circulated. Given the deluge of material uploaded to TikTok every day, it's impossible to moderate everything and it can be common to come across explicit and age-inappropriate content on the 'for you' feed when logging into the platform.



### INAPPROPRIATE MUSIC

TikTok revolves around creating music videos through lip-syncing and dancing. Inevitably, some of the music featured by users will contain explicit or suggestive lyrics. Given the undeniably young user base, there is a risk that children may look to imitate the explicit language they hear or the suggestive actions they see when viewing other users' videos on the app.



### TIKTOK FAME

TikTok is very image focused and there is a notable preoccupation with appearing cool and attractive. Many teenagers now attempt to go viral and become what's known in-app as 'TikTok famous'. TikTok (and its predecessor Musical.ly) has spawned its own celebrities - social media stars Loren Gray and Jacob Sartorius have been catapulted to fame through their initial exposure on the app. Obviously, most budding influencers looking to become the next big thing will be disappointed, but this may have the knock-on effect of making them go to more and more drastic lengths to get noticed.



### ONLINE PREDATORS

As a social network, TikTok makes it easy to connect with other users. This includes the ability to comment on and react to other user's videos, follow their profile and download their content. Be aware that by default, any user can comment on your child's video if their account is set to public. Most interactions are harmless enough but as an app, TikTok is prone to predators because of the abundance of younger users.



### ADDICTIVE NATURE

Social media is designed to be addictive and TikTok is no different. It can be fun and hugely entertaining. However, it is also because of this that it can be hard to put down. In addition to the short, punchy nature of the looping video format, the app's ability to keep you guessing what will come on screen next makes it easy to turn a five-minute visit into 45-minute visit.



### IN-APP PURCHASES

Aside from the content, there's also the option to purchase in-app extras called 'TikTok coins'. Prices range from £0.99 for 100 coins to an eye-watering £93.99 for 10,000 coins. TikTok coins are used to purchase different emojis to reward content creators that a user finds funny or entertaining. In the iOS version of the app you can disable the option to buy TikTok coins but this sadly doesn't seem to be a feature in the Android version.



## Safety Tips For Parents



### TALK ABOUT ONLINE CONTENT

Assuming your child is above the age limit to use TikTok, make sure you take the time to talk to them about what they are seeing on the app. Have an open dialogue, get them to give you their opinion on what is appropriate and model the correct behaviour. Go over why they shouldn't give out private information or identifiable photos and be positive and understanding. In the long run, getting them to think critically about what they're seeing goes a long way to keeping them social media savvy.



### USE PRIVACY SETTINGS

Undoubtedly, the easiest way to safeguard your child on TikTok is to make sure their account is set to private. This means only those users your child approves can view, like, and follow their content. Setting the account to private may dash with your child's goal of social media superstardom, but it will keep their account secure from strangers. This setting can be enabled under the privacy and safety menu by pressing the ellipsis in the 'me' tab of the app. To be extra safe, there are additional controls available to toggle such as who can send comments and messages, among other options.



### ENABLE RESTRICTED MODE

In the digital wellbeing section there's the ability to turn on restricted mode using a PIN. Restricted mode filters out content that is not age appropriate although it should be noted that this isn't always 100% fool proof. When enabling restricted mode, parents should still be vigilant to what their child is watching and take note that the algorithm moderating content is not infallible.



### MONITOR VIEWING HABITS

Even if it doesn't make you popular, keep a close eye on what your child is viewing and sharing on TikTok. Whilst the app has moderation tools, videos can still slip through the net so it's important to regularly check in on what they're watching. Understanding and learning the app yourself is a great way to get to grips with it. You could then even watch some videos with your child, turning it into a bonding opportunity also.



### LEARN HOW TO REPORT AND BLOCK INAPPROPRIATE CONTENT

With the proper privacy settings in place, TikTok can be a relatively safe space for your child to express themselves. However, in case something does manage to slip through, make sure your child knows how to recognise and report content that isn't appropriate and get them to come to you about what they have seen. TikTok allows users to report offenders and comments within the app. You can also block individual users by going on their profile.



### MODERATE SCREEN TIME

As entertaining as TikTok is, you can help your child moderate their time on the app by making use of the digital wellbeing section. Under the screen time management option, you can limit the daily allotted time allowed on the app in increments ranging from 40 to 120 minutes. You can also lock this preference behind a PIN number which has to be inputted in order to then exceed the daily time limit. This way your child can get their daily dose of memes without wasting away the day.



## Meet our expert

Pete Badh is a writer with over 10+ years in research and analysis. Working within a specialist area for West Yorkshire Police, Pete has contributed work which has been pivotal in successfully winning high profile cases in court as well as writing as a subject matter expert for industry handbooks.



### FAMILY SAFETY MODE

TikTok Family Safety Mode allows parents to link their own TikTok account to their child's. It's a great way to oversee your child's digital wellbeing by giving you direct control over their safety settings and being able to remotely turn features on and off. This includes managing screen time, the ability to send and receive direct messages (and with whom) and the ability to restrict the appearance of content that might not be age appropriate.



SOURCES: [www.tiktok.com](http://www.tiktok.com)

[www.nationalonlinesafety.com](http://www.nationalonlinesafety.com) Twitter - @natonlinesafety Facebook - /NationalOnlineSafety Instagram - @NationalOnlineSafety

Users of this guide do so at their own discretion. No liability is entered into. Current as of the date of release: 09.09.2020

# Y11 Revisions Notices

## Y11 AFTER SCHOOL REVISION SESSIONS

The School Library is open to Y11 pupils every Tuesday after school from 3 to 4:30 to attend after school revision sessions.

They are welcome to do revision or homework, use a computer for research or to come just for some quiet reading. Please note that they will be expected to work independently.

Those who would like to attend need to sign up in advance using the online signing-up form that can be found on the Y11 section on The CATalogue.

The spaces are limited, and they are allocated on a first come, first served basis, but behaviour and attitude could also be taken in consideration.

Pupils will need to enter the Library using the fire door in the Y7 social area and they will need to sanitise their hands when entering and leaving. When browsing for books, it is compulsory to wear a face mask.



## Y11 LUNCHTIME REVISION SESSIONS



Run in S2 every Monday, Tuesday and Thursday lunchtime. Independent quiet revision only. This is not a lunch social area. Zero tolerance. Max 15 in the room.

Please book your place by completing the form below:

[Y11 Lunchtime Revision Session Booking Form](#)

## Y11 AFTER SCHOOL CATCH UP SESSIONS

If you receive a letter saying that your child is invited to a targeted session to help them catch up, we are grateful for your support in insisting that they attend.

For some pupils this will mean invitations to multiple sessions across the week.

If you have any concerns about this, please let me know.

# EXAM REVISION



# Y11 Revisions Notices

## Y11 HISTORY REVISION SESSIONS

A reminder that a weekly revision schedule has been created for all Y11 GCSE History students. It is strongly advised that students use this schedule that is available both on Teams and on the Catalogue. Any student requiring a hard copy can ask Miss Angell.

All revision content including podcasts, revision guides, and recorded revision videos are also available via the CATalogue and students have been shown the location of these during lesson time.

**Mondays:** Power and the People revision sessions 3-4pm. **Starting 02/11/20**

**Tuesdays:** Norman Conquest revision sessions 3-4pm. **Starting 03/11/20**

**Wednesdays Week B:** Cold War in Asia 3-4pm. **Starting 18/11/20**

**Thursdays:** On invite-only support with exam-style questions, revision schedules and any topics that need addressing 3-4pm. **Starting 05/11/20**

## Geography: Recommendation

The Geography Department would like to recommend an **online event with Michael Palin** (actor, comedian, writer and TV presenter) on Monday 18<sup>th</sup> January 2021 at 7.30pm.

This event is suitable for **anyone with an interest in Geography** and will be of particular interest to students in **Year 9 and 11** who are currently studying development issues.

Royal Scottish Geographical Society  
Scottish Charity SC015599

TICKETS  
www.rsgs.org

Only £5 for  
RSGS Members  
Students/U18s  
£8 for Visitors

Monday  
18th January  
7.30pm via Zoom

#InspiringPeopleAtHome

Michael Palin

Online Talk

Join Michael Palin, Monty Python stalwart and intrepid globetrotter, for a **glimpse of life inside the notoriously secretive Democratic People's Republic of Korea**, a land without internet or phone signal, where the countryside still operates as a peasant economy but where the cities have gleaming skyscrapers and luxurious underground train stations.

In this illustrated talk, Michael Palin will give the inside story of his acclaimed Channel 5 documentary, delivered with his trademark warmth and wit. He'll recount his conversations with the country's inhabitants, talk candidly about his encounters with officials, and give us a unique insight into a country entirely unlike any other he has visited, a country that inspires fear and fascination in equal measure. There will be chance to ask questions of Michael in the live Q&A that follows his presentation.

For more information and to book, please go to [An Evening with Michael Palin | The Royal Scottish Geographical Society \(rsgs.org\)](https://www.rsgs.org)

# Sports Clubs

PE clubs have now resumed! See our schedule below, from 3pm to 4pm.

Please meet PE staff at the back door to the orange changing rooms. No sign up is needed, come along on the night for your year group. We would love to see as many of you there as possible, so come along with some friends and have fun!

Please process your payment via WisePay under the Clubs & Activities module (we ask for a contribution of £10 per term for access to any of our after school clubs).

## Cam VC PE Department Extra-Curricular Clubs

<b>Monday</b>			
<b>Year 7</b>			
Football	Dance	Netball	Badminton
<b>Tuesday</b>			
<b>Year 8</b>			
Football	Dance	Team Games	Badminton
<b>Wednesday</b>			
<b>Year 9</b>			
Football	Dance	Team Games	Badminton
<b>Thursday</b>			
<b>Sports Leaders</b>			
Sports Leaders Workshop			
<b>Friday</b>			
<b>Year 10</b>			
Badminton			

# School Uniform and Lost Property

## SCHOOL UNIFORM

Thank you for continuing to support our drive for excellent standards of school uniform, and especially to those parents who have corrected the very short and stretchy skirts that were creeping in.

**Families who find it difficult to afford school uniform at any time should contact their year team admin (details below), in complete confidence, so that a way forward can be found:**

Year 7 – Louise Boyd [cam-year7@cambournevc.org](mailto:cam-year7@cambournevc.org)

Year 8 – Melanie Stanford [cam-year8@cambournevc.org](mailto:cam-year8@cambournevc.org)

Year 9 – Kayleigh Blane [cam-year9@cambournevc.org](mailto:cam-year9@cambournevc.org)

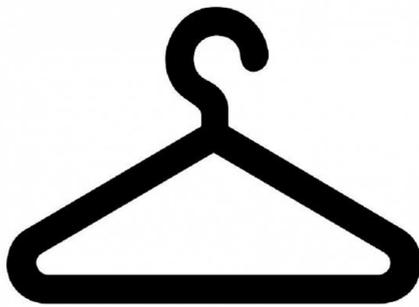
Year 10 – Julia Hewitson [cam-year10@cambournevc.org](mailto:cam-year10@cambournevc.org)

Year 11 – Louise Ramsey [cam-year11@cambournevc.org](mailto:cam-year11@cambournevc.org)

Our up-to-date uniform policy and suppliers can be found on the school website:

<https://www.cambournevc.org/parent-carer-and-student-information/uniform>

## SECOND-HAND UNIFORM



2<sup>nd</sup> Hand Uniform

If you would like to check our second-hand uniform availability, please complete the form below to submit your enquiry. Please allow 48 hours for a response.

[Second-Hand Uniform Request](#)

## LOST PROPERTY



Thank you to those of you who attended our Lost Property event over half term. Although we have managed to find owners for a few of our lost & found items, we still have quite a few unnamed coats/jackets.

If your child has lost theirs, please ask them to check with their year team office or email [thecollege@cambournevc.org](mailto:thecollege@cambournevc.org) so that we can arrange for your child to check our unnamed items.

If your child needs a coat/jacket and would like to look through our unnamed items to find something suitable for them, please ask them to go to their year team office or email the College.

**All items unclaimed by 18th December 2020 will be donated to local charities.**

# Attendance: Appointments / Absences

## APPOINTMENTS

We strongly encourage parents to make medical and dental appointments out of school hours where possible. Where this is not possible, pupils should be in school prior to/after the appointment and out of school for as little time as possible.

Missing registration AM or PM for a medical or dental appointment is counted as an authorised absence and advance notice is required for authorising these absences.

Please notify Reception of when an appointment is and the timings that the pupil will not be in school by emailing [thecollege@cambournevc.org](mailto:thecollege@cambournevc.org).

If we do not receive prior notification to a morning absence, we will contact home and the absence will only be authorised on proof of the medical appointment upon the pupil's return.

When leaving for an appointment, the pupil must sign out at Reception and be collected by their parent or carer, and they must sign back in when they return.



Sickness &  
Absence

## REPORTING YOUR CHILD'S ABSENCE FROM SCHOOL

If you need to report that your child is going to be absent from school, please email [thecollege@cambournevc.org](mailto:thecollege@cambournevc.org) by 9am each morning of their absence.

Please state your child's full name, their tutor group and the reason for their absence. **Just reporting your child is 'unwell' will not be accepted.**

*Where possible, please provide the attendance office with a copy of the appointment letter/card.*

### **Planned Absence Request Forms:**

To notify us of any planned absences, please visit the [Absences](#) page on our website and submit an Absence Request Form, with 2 school days' prior notice for this to be reviewed for authorisation.

### **Medication:**

Please remember that it is the parents/carers' responsibility to make sure that all emergency medication for your child is in school and in date.



# Students IT Support

If your child needs a password reset, for example to their email, Show My Homework or any of the platforms we use at the College, or if they have any issues with their iPads, please email [cam-support@cambournevc.org](mailto:cam-support@cambournevc.org).

We will aim to respond to any enquiry within 24 hours.

## Communication with the School

### How can I contact my child's Year Team?



Please email [cam-year7@cambournevc.org](mailto:cam-year7@cambournevc.org) | PSA Louise Boyd

Please email [cam-year8@cambournevc.org](mailto:cam-year8@cambournevc.org) | PSA Mel Stanford



Please email [cam-year9@cambournevc.org](mailto:cam-year9@cambournevc.org) | PSA Kayleigh Blane

Please email [cam-year10@cambournevc.org](mailto:cam-year10@cambournevc.org) | PSA Julia Hewitson

Please email [cam-year11@cambournevc.org](mailto:cam-year11@cambournevc.org) | PSA Louise Ramsay

We will aim to respond to any enquiry within 48 hours.

There are a variety of ways in which we will contact you, including by telephone, by letter, by email, in our newsletters and via our website. There are several ways in which you can contact us, and these include:



By email to [thecollege@cambournevc.org](mailto:thecollege@cambournevc.org)



By calling Reception for all general enquiries on 01954 284 000



By writing to Cambourne Village College, Sheepfold Lane, Cambourne CB23 6FR



Via the 'contact us' page of our school website [www.cambournevc.org](http://www.cambournevc.org)

We will aim to respond to any enquiry within 48 hours.