

Our reference: SMCLET27/lh

14th July 2021

Dear {Insert student name}

RE: Summer Enrolment at Sigma Sixth – Friday 13th August

Thank you to those who supported the online virtual induction day on the 1st July. Despite the unusual circumstances, we had good participation rates. If you experienced technical difficulties on the day we have now placed recordings of all of the lessons on our website alongside the transition tasks that students will be required to complete by the start of the new term.

Your conditional offer was dependent on obtaining the entry requirements as outlined below:

- A levels: Grade 5 or above in 6 subjects including English and Maths and a grade 6 in the subject you have selected or related subject.
- Applied A Levels: Grade 4 in 4 subjects including English and Maths
- Pre-Apprenticeship programme: Attendance 95% +, Good behaviour record

Your enrolment appointment will be during the following time slot on Friday, 13th August at Sigma Sixth, Tendring Education Centre, Jaywick Lane:

{Insert time slot}

When you arrive, please present this letter to a member of the Sixth Form team who will make sure that you have the correct time slot. They will then direct you to a member of staff who will check your qualifications before enrolling you onto your courses. We will endeavour to enrol you as quickly as possible, within the hour time slot. Please ensure you bring a copy of your exam results and photographic proof of identification.

You should still attend as per these instructions even if you do not achieve your predicted grades as we will be able to assist with your concerns, answer any queries, advise you on your options and support your decision-making for moving forward.

Induction Day Arrangements – Friday, 3rd September

You are required to attend an induction session at Sigma Sixth on Friday, 3rd September from 9:20am until 3:10pm. Attendance is an expectation for any student wishing to take up their place.

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Sigma Sixth Tendring, Tendring Education Centre, Jaywick Lane,
Clacton-on-Sea, CO16 8BE
Tel: 01255 424266 Email: sixthform@cchs.school

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Registered Office: Walton Road, Clacton-on-Sea, Essex CO15 6DZ

On the day, you will receive an introductory talk on life in the Sixth Form College and be made aware of our expectations of you as a Sigma Sixth student. There will be the opportunity to meet the members of staff who will play a big role in your life and you will receive a tour of the new building and participate in a range of activities.

Following the DFE guidance regarding school/college opening in September we will be providing students with a supported lateral flow test. In order to make the transition a smoother one we have arranged for Sixth Form students to receive this test on **Thursday, 2nd September at Clacton County High School's testing centre, located in the gym**. Students will receive an appointment card following enrolment.

Students who attend will then be provided with home kits and will then be required to take a further LFD test on Sunday, 5th September; this is very important and your result must be recorded via www.testregister.co.uk/login and www.gov.uk/report-covid19-result.

First Day Arrangements

We are very much looking forward to welcoming our next cohort of Sigma Sixth students on Monday, 6th September. All year 12 students are required to attend for their subject lessons or private study.

We are no longer running a Sigma Sixth bus from the Leisure Centre; full details of transport options are available on our website.

Next Steps

Please read the enrolment FAQ document, which is included in this letter. If you have any further questions or require additional guidance, please do not hesitate to contact sixthform@cchs.school

Yours sincerely

Mrs S McKarry

Head of College