

Letter to Parents/Carers from Deputy Principals

Dear Parent/Carer

RE: Working with parents to maximise success of our learners

We hope that your young person has settled in well to College and is beginning to get their bearings and understand their timetable. We appreciate that starting at College can be both an exciting and overwhelming experience for learners. To support their effective integration to College your young person is currently undertaking a College induction that is designed to help them get to know the staff, their peers, the support services and our expectations of them as Weston College learners.

Over this period we complete a number of different assessments and activities to help us better understand the starting points and support needs of our learners so that we can be confident they are on the right course at the right level.

We would like to take this opportunity to provide you with some key information that we feel will help you to support your young person whilst they are studying with us at the College.

Personal Tutor

All learners have a Personal Tutor who is responsible for monitoring their progress and liaising with you as their parent/carer. Your young person will be able to inform you of who their Personal Tutor is and we would encourage you to contact them if you have any concerns, questions or queries.

Learners have access to a Microsoft Team for their programme where they can access key information, course materials and their assessment plan. Learners can also message and communicate with their personal and subject tutors through this platform.

Attendance and Behaviours: our expectations

It is an expectation that learners attend all elements of their programme and arrive on time and are ready to learn. If a learner cannot attend College because they are unwell, we ask that they report their absence via one of the following methods before 08:30 on the day of absence:

- Record the absence themselves via our learner hub called MyWeston.
- Contact their campus absence hotline and leave a message no later than 08:30am on the day of absence. They will need to state who they are, the name of their personal tutor and the programme of study they are on and reason for absence.

Knightstone Campus,
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Absence hotline details can be found at the back of the College Handbook.

The importance and impact of high attendance on learner progress cannot be underestimated, and it is our expectation that all learners attend all their sessions for all elements of their programme of study.

We were able to see last year that learners who achieved their course, on average had an attendance percentage of 86%. However, learners who achieved higher grades comfortably sat above 90%. For the small number of learners who did not pass their qualification, their average attendance was 76% and therefore as a college we set our 'at-risk' threshold at 85%.

Therefore:

- Learners will automatically enter stage 1 of our attendance policy if their attendance drops below 90%.
- Learners must not book holiday, driving lessons or other appointments when they are supposed to be in a timetabled class.
- Please see our FE Student Attendance Policy available on the website for the limited number of reasons that are classified as an authorised absence (for each of these, evidence will need to be provided – i.e. doctor's appointment letter.)
- Learners who fail to attend regularly, punctually and meet expected classroom standards will be followed up with, as per our policies and procedures.
- If an unauthorised absence is recorded for any session, all learners will be automatically informed, as will parents/carers if the College holds their information.

As part of our strategy to support learners to achieve their career goals, we ensure our learners are 'Ready to learn, ready for work and ready for life'. We want our learners to enjoy their time with us and want to create an environment where learners thrive, and we can celebrate their successes alongside them. Our positive behaviours matrix – READY, is designed to showcase our principles and expectations of Weston College learners that will create a culture that benefits all.

Safeguarding and Keeping Learners Safe

Safeguarding is everyone's business. Every member of the college community has a responsibility for safeguarding, all doing their part to keep children, young people and vulnerable adults safe. That includes all staff, Governors, volunteers, learners and employers. All college staff and employers receive appropriate training to support learners and apprentices. This includes being able to identify the risk of harm and knowing how to make appropriate referrals for support.

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Learners receive lots of information about how to keep themselves safe, as well as how to become valuable and rounded members of society who treat others with respect and tolerance, regardless of background.

All of our campuses have their very own Pastoral Hub where learners can access support from Welfare and Wellbeing Officers, our own counselling service, plus much more. More information is available in the College Handbook.

Further information on safeguarding can be found on the College's website or in our [safeguarding guide](#).

Parent Hub

All parents/carers are able to access Parent Hub where parents/carers, and other contacts can access information related to learners, such as attendance, progress, timetables and other important information. For information on how to register please click the below link.

[Parent Hub | Weston College](#).

It is important that parents/carers check the available information and attendance data regularly to help enable us to support their child to progress, achieve and exceed their potential.

We hope that this has provided you with some useful information that can help you to help us ensure that your young person achieves their learning goals with us this academic year.

2026/27 Academic Year

The College term dates for 2026/27 are as follows:

- Autumn Term: Thursday September 3rd to Friday 18th December 2026
- Spring Term: Tuesday January 5th to Thursday 24th March 2027
- Summer Term: Monday April 12th to Friday 25th June 2027

Learner Progress and Parents' Evenings

You will receive progress updates throughout the year regarding the academic and personal development of your young person along with the opportunity to attend a progress and attainment parents evening. Please see dates below for the academic year, for which booking will be made available on the College's Parent Zone that will be available on the College website.

Please note there is a separate schedule for parents/carers whose young person is studying on the College's Sixth Form provision.

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Parents' Evening Review 1

South West Skills Campus	Tuesday 8 th December 2026
Knightstone Campus	Wednesday 9 th December 2026
Loxton Campus	Thursday 10 th December 2026
AMTEC	Thursday 10 th December 2026

Parents' Evening Review 2

South West Skills Campus	Tuesday 20 th April 2027
Knightstone Campus	Wednesday 21 st April 2027
Loxton Campus	Thursday 22 nd April 2027
AMTEC	Thursday 22 nd April 2027

Weston College Sixth Form

Year 1 (AS)	Thursday 3 rd December 2026
Year 2 (A2)	Thursday 21 st January 2027
Year 1 and Year 2	Thursday 18 th March 2027

MyWeston

MyWeston is the college's learner dashboard, which consolidates access to all college systems and is everything a learner needs, all in one place!

It can be accessed by personal mobile devices using the below URL but is also available on desktop devices within the college network. There are loads of features for learners including access to their timetables, online learning, support services, and much more. The dashboard integrates with several of the college's other systems which means that it is a one-stop shop for all the information about the college.

<https://hyper.weston.ac.uk>

College Handbook

Our college handbook that can be accessed via the link below provides further details on all of the above, as well as everything else our learners need to know to maximise their time at Weston College.

[Weston College Handbook - 2026-2027](#)

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Parent Panel

Also new for the 2026/27 academic year will be our Parent Panel. We are looking for a small number (maximum of 20) to form our new Parent Panel and work with senior leaders within the College.

The main aim of the Parent Panel is to help the College be extraordinary and ensure it does all it can to try to represent all parents/carers and continue to deliver exceptional learning outcomes for its learners. This includes making sure that:

- Parents get the information they need in an accessible way and that the College actively listens and responds to feedback.
- Discuss any issue that's of interest to parents, including college policies on such things as bullying, sexual health and relationships education, transport etc.
- We are implementing the required support for your young person in order for them to successfully complete their course
- Our teachers are providing regular, helpful feedback
- Our decisions continue to have the best interests of all learners at heart
- Represent parents' views to the local authority and to central government where pertinent.

The Parent Panel will meet three times per year but may branch out into smaller committees depending on what is the core focus of the group at the time.

If you are interested, do keep an eye out for how to apply on the Parent Zone and via our social media channels when the information is released in October 2026.

Communications

We have a comprehensive academic year plan of communications for parents and carers and if you would like to receive these, simply enter your email address on the College Communications box on the Parent Zone.

You will receive college newsletters, update on key achievements of our learners, as well as vital information about key activities and services that are available to our learners.

We both look forward to working with you over the coming year.

Yours sincerely

Ben Knocks, Deputy Principal Students

Gary Durant, Deputy Principal Curriculum

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