



ST. JOSEPH'S CATHOLIC COLLEGE

Ocotal Way
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Dear Parents/Guardian

We would like to offer you the following information regarding the start of term in September.

- College will begin for all students on Tuesday, 5th September 2017.
- Students are expected to be on site by 8.15am and in classrooms by 8.20am. They will be given a late mark if they arrive after 8.25am.
- Parents can drop off on site **after** 8:00am, although in order to promote a healthy lifestyle we encourage students to walk or cycle. We would strongly recommend that students who are driven to College are dropped off in the Tesco car park and take advantage of our 'park 'n' stride' arrangement. We have staff on duty along this road. Ocotal Way is a free-way so it is illegal to stop on this road and residents in Shrivenham Road have asked that their street is not used as a pick up/drop off point. Please be aware that the green light back out onto Ocotal way is very short (10 seconds) and long queues to leave the site can occur at peak times. It is often quicker to use Tesco's car park and walk down.
- The College finishes at 3:00pm and parents' cars are **not permitted** on site at this time.
- We urge you to name all items of uniform clearly.

Other points to note concerning uniform are as follows:

- We do not have a uniform coat but ask that coats are a plain, dark, out-door coat without large logos or writing. Hoodies or tracksuit tops are not acceptable and should not be worn to College.
- No jewellery is allowed except a pair of small stud earrings to be worn one in each ear lobe (which must be removed for PE lessons) and a wrist watch. These rules apply to both boys and girls.
- Trainers must not be worn inside the building and black canvas shoes/daps are unacceptable as College shoes. Students who forget to bring their shoes to College will have alternative arrangements during the college day.
- Parents will be contacted if students arrive to College without part of their uniform.

All students will be provided with a locker free of charge but if keys are lost a £13:00 fee is charged to purchase a new key and replace the spare key.

Our Café provides a healthy choice of food at break and lunchtimes but students may eat their own packed lunches in the designated areas. Students are not allowed to bring stimulant drinks to College, but can drink water during lessons.

Meals can be paid for using a card system. The top-up card itself is free and replacements are £3.00 if they are lost.

Students will be provided with a Student Handbook in September containing essential information for the year. However, should you have any queries before then, please contact me at the College on 01793 714200.

Yours sincerely



Mr A Stoten
Assistant Principal

