



PARENTS' HANDBOOK

Information for Parents / Guardians / Carers

WIGAN & LEIGH COLLEGE

On behalf of the staff, I am delighted to welcome you to Wigan & Leigh College. We are looking forward to a productive partnership with you to ensure that your son or daughter achieves their full potential.



In this booklet you will find key documentation, dates and contact details which we hope will be useful over the coming year.

We know that a strong partnership with parents makes a difference in the education of our students as we strive for outstanding outcomes for all.

Your support is important to ensure that your son or daughter:

- Attends College and arrives on time, ready for the day's learning experience.
- Completes all homework and assignments.
- Knows that you expect him/her to succeed and progress to university, employment or an apprenticeship.
- Completes their work experience and placement hours aligned to their subject.
- Appreciates the importance of English and maths throughout their time at College and beyond.

We thank you for your support and look forward to meeting you at our new parents' evening in September.

Best Wishes
Claire Foreman
Vice Principal



MAXINE MEALEY
ASSISTANT
PRINCIPAL



SAM STEVENS
ASSISTANT
PRINCIPAL



KENDRA CHANT
ASSISTANT
PRINCIPAL



PAUL HEALD
ASSISTANT
PRINCIPAL

STUDYING AT WIGAN & LEIGH COLLEGE

We are committed to providing a quality learning environment to prepare students for the world around them. While we recognise the transition from school to a new and exciting adult environment we are firmly committed to providing the boundaries and expectations that help develop young people into valuable, contributing members of society.

All young people will be supported by a timetable of lessons that establishes the expectations of when they should be at College. We expect 100% attendance and commitment to the courses students take with us. The best way to ensure success and a bright future is when the goals they set themselves are achievable and the careers they aspire to are within their grasp.

Some lesson periods on the timetable will be dedicated to self-study. This is when students are expected to use the many resources available online and in the Learning Resource Centres to complete the work required for their courses. Students who are struggling with aspects of College life, like self-study, being organised or meeting deadlines, are encouraged to speak to their Personal Tutor or the Additional Learning Support team.

We offer support for those with identified learning

needs or those who just need help to adapt to different expectations and ways of working. Student Liaison Officers can help with a wide range of issues facing young people.

Many students will have the opportunity to gain industry relevant experience as part of their programme of learning by completing a work experience placement with a local or national employer. We also understand that many gain valuable life skills as well as much needed funds from taking on part-time jobs while at College. We would however ask you to discuss the number of hours your son / daughter works with them and encourage limiting their time at work to ensure studies are manageable. A greater focus on studies means success and higher grades.

BEHAVIOUR AND STANDARDS

We expect all students to become part of the College community and adhere to its values of respect, support for one another, tolerance, and an understanding of the views and beliefs of others. These are not just expectations of College they reflect the expectations of society in general.

We have set out our basic expectations in the Student Code of Conduct, which are reasonable standards of behaviour for all to follow. We hope that you support the College in these expectations. We will keep you informed when the standards are not being met.

We will also celebrate and recognise outstanding achievements and character shown by your son / daughter.

Your support and interest is vital to getting the best outcome from their experience at College.

WIGAN & LEIGH COLLEGE

There may be occasions when you have concerns that you wish to raise or discuss about your son / daughter. We In the first instance this should be done through their Personal Tutor. Each student will be allocated a Personal Tutor group and will have weekly meetings with them. If you wish to see their Personal Tutor with your son / daughter then they can arrange a time, with the tutor during the tutorial session. Alternatively, if you have more serious concerns, you or your son / daughter can make an appointment to speak to a Head of Studies. The Head of Studies is dedicated to providing a strong and supportive pastoral system, focused on helping them get the most from College life to develop their full potential.



CONTACTING THE COLLEGE



SOABIA HARDACRE
HEAD OF STUDIES
PARSONS WALK



GARETH SUTTON
HEAD OF STUDIES
PAGEFIELD CENTRE



MARIE TIGHE
HEAD OF STUDIES
LEIGH COLLEGE

The Heads of Studies are also supported by a team of Student Liaison Officers, who will provide help and guidance away from curriculum, to help students deal with any problems they may have. This team may also contact you if we have concerns about your son / daughter's attendance, behaviour or engagement with their College course.

STUDENT LIAISON OFFICERS

PARSONS WALK / WIGAN SCHOOL FOR THE ARTS

Lottie Ball	01942 761 387
Andrea Cowburn	01942 761 688
Hayley Gedman	01942 761 928
Marie Pilling	01942 761 955

PAGEFIELD CENTRE

Hannah Collier	01942 761852 / 01942 761387
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LEIGH COLLEGE

Emma Olondo	01942 761 461
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All students must report absences by 10am on the first day - details of how to report absences are printed on the back of the College ID card and in our Absence Procedures on page 9 of this booklet.

COLLEGE CONTACT WITH HOME

The College has Support and Disciplinary Procedures, which provide a framework, so the balance of support, the consistency of application and the needs of the whole student community are taken into account. Contact with parents is an important part of our procedures when deciding on the best outcomes for students.

We will write to you at different points in the year, to inform you about events and cross College activities relevant to your son / daughter. Staff may call you to discuss support or matters where you may need to intervene. We ask you to provide accurate contact information, such as a home or mobile phone number and your email addresses at the point of enrolment. We can only communicate with the named parent given at enrolment.

We may need to contact you because:

- Your son / daughter is not attending College and we have not been advised of the absence in accordance with our absence procedure. This will usually be by telephone and will come from the Retention and Intervention Officer, Personal Tutor or Student Liaison Officer. For persistent absence, when we have been unable to contact you, we will write to you.
- Personal Tutors and individual subject tutors may contact you with concerns about engagement with the programme of learning, persistent low level behaviour issues and unexplained absences.

They may also contact you to let you know if your child is entered into an award or competition.

- Heads of Department are in charge of a curriculum area and may contact you over serious academic achievement concerns, or behavioural issues.

They may also contact you to recognise and let you know when your son / daughter has achieved something of note or won a competition.

- Heads of Studies may contact you for serious behavioural issues, attendance patterns that will affect or impact on achievement, and as part of the disciplinary process. They may also contact you to recognise areas of praise that should be celebrated with your son / daughter.
- The Safeguarding Team may contact you in cases where concerns for the welfare or safety of your son / daughter have come to light. They will only do this if it is deemed in the best interests of the young person or others. There may be occasions when the team is not allowed to do this because safeguarding legislation directs them to take other actions.

Please be aware that your son / daughter has to give consent to us to contact you. Please check that consent has been given by your son / daughter to allow this relationship between the College and yourselves.



STUDENT PORTAL

All students are given access to their own student portal account. This holds information about their attendance, achievement, grades and goals at College. Students can access this from home using a password, so you can view and discuss the information here with your son / daughter.

THE ROLE OF THE PERSONAL TUTOR

Every full-time student is allocated a Personal Tutor as a first point of call in all matters concerning personal, social and academic welfare. Nothing is too trivial and your son / daughter should never hesitate to seek their Personal Tutor's help.

Every full-time student will have a timetabled tutorial session at least once a week and attendance is compulsory. These sessions will cover group activities on four key employability themes and one to one sessions on how your son / daughter feels at College, monitoring their progress and completing their Individual Learning Plan.



REVIEWING PROGRESS ON COURSE

Progress is a partnership between you and your son / daughter, and the College team. All parties should commit to this process and communicate effectively. Progress reviews will be carried out over the academic year and recorded on the Individual Learning Plan, which can be accessed through the student portal. You will be invited to monitoring meetings to ensure student progress is on track. Where necessary, intervention measures may be put into place, in consultation with you and the learning team.

STUDENT CODE OF CONDUCT

We expect students to be ambassadors for the College positively promoting and upholding fundamental British Values.

By enrolling on a programme of study at Wigan & Leigh College and signing the learning agreement, I agree to adhere to the following:



- Attend all College lessons punctually and meet deadlines for completing work to a high standard at all times.

- Report all absences, or expected late arrivals to timetabled classes on the absence reporting number 01942 761 600 – option 4 - before first class or by 10am on each day of absence.

- All absences affect my attendance rate and I understand that the rate expected from all students is 100%. The attendance target is set to ensure that I have the best opportunity to succeed on my course and as a preparation for the expectations of working life.

- Follow instructions for completing assignments and exams without cheating, copying or plagiarising (using someone else's work, eg from the internet, another student, or a book or magazine, and pretending it is my own).

- Wear my student identity card so that the photograph can be seen at all times and show it when asked. I will never allow it to be used by another person.

- Not to smoke (including electronic cigarettes), anywhere on College premises except designated smoking areas. This includes entrances and exits.

- Respect the wellbeing and property of other members of the College and the wider community, and treat College property with care.

- Keep my mobile devices on silent and non-vibrate mode or switched off in learning areas and use only with permission of the staff.

- Demonstrate respect to all students and staff and behave in a thoughtful, caring and responsible manner. Violence, discrimination, harassment, bullying or foul and abusive language are not tolerated. This includes wearing or displaying logos or slogans that could offend other people.

- Safeguard the reputation of Wigan & Leigh College by not behaving in a way that could damage the good name of the College. This includes not posting images or words online which may give a bad impression of the College, its students or staff.

- Agree to the IT User Policy and use computer facilities only to support my learning.

- Observe the College Health & Safety regulations, pay attention to my own and other people's health and safety and follow staff instructions.

- The possession or use of drugs including legal highs, alcohol or weapons on College premises is strictly not allowed.

- Be aware of, and follow the wider College rules and respond to any reasonable request from staff about behaviour and standards, eg being asked to remove hoods or hats indoors.



If I fail to follow this Code, disciplinary action may be taken in accordance with the Student Disciplinary Procedure. This may lead to exclusion from the College.

If in receipt of Learner Support Funding (ie 16-19 Bursary, 19+ Discretionary Learner Support, Childcare funding or Advanced Learner Loan Bursary), I am aware that should my attendance drop below 100% or I fail to meet the terms of the Student Code of Conduct, this may result in loss of funding.

WHAT YOUR SON / DAUGHTER CAN EXPECT FROM US



- A safe, welcoming and supportive environment.
- Impartial guidance to make sure they are on the right course at the right level.
- A period of induction to give an insight to the course and to Wigan & Leigh College life.
- A quality course delivered by qualified, experienced tutors who have passion for their subject and a wealth of experience in industry.
- Regular setting of work, prompt marking and relevant feedback.
- A variety of teaching and learning styles, which may include small group tutorials, individual tutorials, assignments, project work and other methods of supported self-study.
- Programmes which meet relevant assessment requirements, providing a sound and logical course of study, leading to a qualification of value.
- Regular reviews to assess and monitor progress, to record achievement and action plan.
- Additional learning support for those who have a difficulty or disability.
- If appropriate to the course, the opportunity to develop skills, knowledge and understanding relevant to the world of work, including good quality work experience at suitable industrial sites, work simulation, industrial awareness, conference visits and work shadowing.
- Accurate and impartial advice to help achieve a successful progression route.
- Opportunities to enrich studies through trips, visits, competitions, social and charity events and volunteering.
- Opportunities to have their say on the course and the College which we take into account in our planning.

ABSENCE PROCEDURES

Your son / daughter has committed to undertake a programme of study and we expect them to attend all timetabled lessons. Poor attendance leads to underachievement, and being late is disruptive for other students in the class and will not be tolerated. Persistent late arrivals and absenteeism will result in disciplinary action in accordance with the College disciplinary policy.

Absenteeism may also result in the student being liable for a fee for missed examinations, and hinders progression to higher education or employment. Absenteeism may also result in losing bursary awards / payments.

Holidays during College term time will not be approved and will always be recorded as unauthorised absence. (You may request specific attendance information on your son / daughter).

REPORTING ABSENCES AND LATE ARRIVALS

All students (or parent / guardian / carers of those under 18) must notify the College of an absence or expected late arrival before the start of the first lesson, or no later than 10am. If your son / daughter is absent from a work placement you must notify your placement and the College. If they do not notify the College we will contact you to tell you about the absence and ask for reasons. In these instances your son / daughter will not be following the College Code of Conduct and may be subject to the disciplinary process. Bursary / free bus pass offer or other College offers will be affected by all absences (notified and not notified) and persistent absence may result in the loss of the full award.

STUDENT ATTENDANCE AT COLLEGE IS AN ABSOLUTE PRIORITY.

To inform the College of any genuine reasons for absence your son / daughter should contact the Retention Improvement Officer:

01942 761600 (option 4) before 10am

LATE ARRIVALS TO CLASS

If your son / daughter is late for College they must also report this on the telephone number above. It is their responsibility to ensure a late mark and not an absence mark has been recorded. They should speak to the tutor at the end of the lesson.

UNAUTHORISED ABSENCE

All absences for sickness will be recorded as unauthorised absence. Holidays are not permitted in term time and all routine doctor, dental, orthodontic and opticians appointments should be made outside of the timetabled classes. Where these do occur in the College day they will also be recorded as unauthorised absence.

AUTHORISED ABSENCE

Some absences may be classified as authorised absence. Your son / daughter must inform their personal tutor in advance and get approval for an authorised absence.

Authorised absence will only be approved if the reason is unavoidable and your son / daughter has provided evidence to support the request to their personal tutor. An absence even for the reasons listed below, will not be recorded as authorised if prior evidence is not provided and agreed. Evidence provided after the absence has taken place will not change the recorded mark of unauthorised absence, except in serious, emergency medical circumstances or sudden unexpected bereavement.

Authorised Absence

- University open days (limit of three)
- University / apprenticeship / full-time job interviews
- Hospital appointments / admissions supported by a doctor's note / hospital letter
- Bereavement / funeral
- Religious holidays.

DISCIPLINE AT WIGAN & LEIGH COLLEGE

We are committed to creating and maintaining an environment of mutual trust, respect and confidence and have a legal and moral obligation to promote the general good of all by acting against unacceptable behaviour or practice. We are all responsible for upholding the College community.

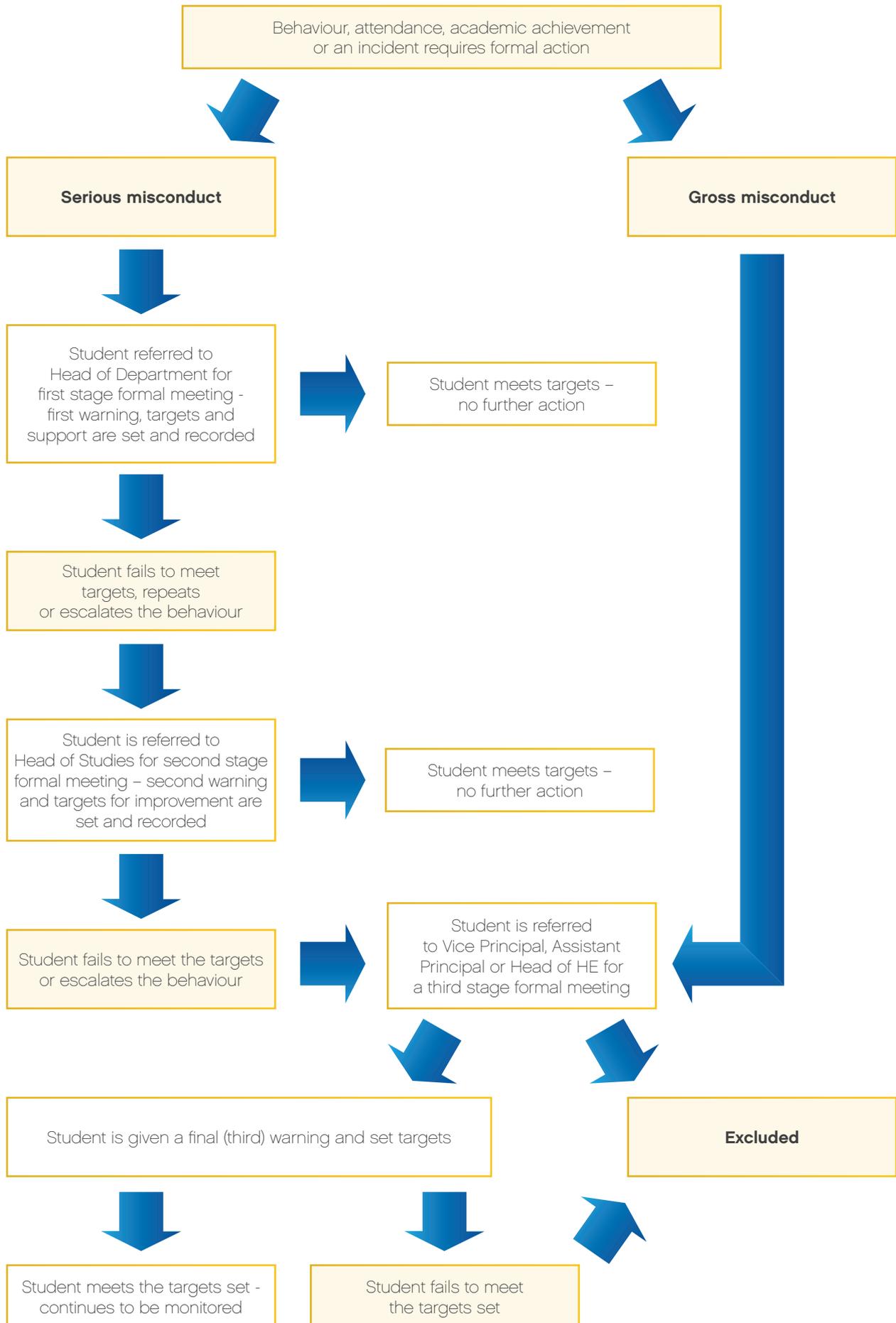
The College will challenge any form of discrimination, harassment, vandalism or disruption against people and / or property. We will take disciplinary action and involve the police, or other external agencies when breaches of rules occur. The College reserves the right to take disciplinary action against students involved in illegal activities off College premises, where they pose a risk to staff, students, our reputation or partner organisations.



We have included the disciplinary flowchart so that you can see the process we follow. This is a simplified version of the process. The College has a full disciplinary procedure that covers all eventualities and levels of seriousness.



STUDENT DISCIPLINARY PROCEDURES



SUPPORT TO ACHIEVE YOUR DREAM CAREER

FABFutures
FOCUSED AMBITIOUS BRIGHT



We make sure that every young person has support to develop the skills for a rewarding and successful career.

We are a lead college within the Greater Manchester Careers Hub - Bridge GM - this means we share best practice on careers guidance as we work towards meeting the 8 Gatsby Benchmarks - guidelines that define the best careers provision in schools and colleges.



CONOR LYTHGOE

Former school: Shevington High School

Course: BTEC Level 3 Health & Social Care

Conor gained valuable work experience with Bolton NHS Foundation Trust where he observed health professionals in a wide range of areas at the hospital, from orthopaedics to a stroke unit. His role shadowing an Occupational Therapist reinforced his decision to follow this career path.

“Being at work helped me to decide that the healthcare sector is definitely for me. I got to see a different side of the health profession too, from IT to project management. Overall, it’s made me really excited about the NHS and helping people.”

FAB FUTURES

We work with our students to raise aspirations, explore careers options, develop employability skills through meaningful work placement and work experience, so they progress to great destinations when they leave College.

The specialist team can support your son / daughter with:

- Exploring careers options.
- Progression to the next course at College.
- Applications to universities including the University Centre Wigan & Leigh College.
- Finding an apprenticeship.
- Studying a Pre-Apprenticeship Programme.
- Securing meaningful work placements.
- Developing employability skills.
- Finding employment.

CAREER PLANNING

As part of our commitment to providing high quality careers education, information, advice and guidance (CEIAG) we provide experiences to support your daughter / son in achieving their dream career. We hold industry guest speaker sessions, visits to workplaces and provide opportunities to work on live briefs and projects developed by employers.

We use up to date labour market information to help explore careers in your son / daughter's chosen industry, find out more about salary and earnings, growth opportunities and the key skills to succeed. This information is available on the College website wigan-leigh.ac.uk

INDUSTRY & CAREERS PLACEMENTS

All full-time students will carry out work experience as part of their study programmes. This is crucial to develop the knowledge and skills learned at College and improve the chances of gaining employment through vital hands on experience.

We provide guidance and activities to help your son / daughter succeed in finding placement opportunities. And we make sure the workplace is a safe environment to gain an insight into the world of work.

A work placement shows how College courses can help develop future career plans. It will also give your son / daughter the opportunity to:

- develop the key skills for career choices
- develop employability skills and professional behaviours
- discover new talents
- strengthen CVs
- improve knowledge of industry.



YOUR DREAM CAREER

Medical
Chemical Engineer
Law Professional
Cyber Security
Veterinary
Health Professional
Robotics Engineer
Architect
Project Management
Landscape Planner

Sports Coach
Physiotherapist
Games Designer
Teacher
Actor
Child Psychologist
Producer
Events Planner
Auto Engineer
Salon Owner
Chef

UNIVERSITY
LEVEL STUDY

HIGHER & DEGREE
APPRENTICESHIP

EMPLOYMENT

A LEVELS

VOCATIONAL

TECHNICAL

APPRENTICESHIP

SELECT YOUR PATH

**YOUR
ROUTE TO SUCCESS**

The College's Careers Strategy and Careers Programme is available at wigan-leigh.ac.uk/careers

CHAPLAINCY

We are actively engaged with an open (ecumenical) chaplaincy based on Christian tradition. The chaplaincy welcomes people of all faiths and none, regardless of their background, or status, to live richer, more fulfilled and transforming lives.

The vision of the chaplaincy is 'To be a beacon for hope and transformation in the lives of individuals and communities served by Wigan & Leigh College'.

The chaplaincy is guided by values such as respect and understanding of differences, kindness and transformation through challenging all to see a better, fairer world. We celebrate our Christian roots, but understand our work goes beyond the narrow confines of religion for the benefit of all in our borough and the wider world.

ENRICHMENT AND PASTORAL SUPPORT

Enrichment activities range from sports events and charity raising initiatives to fun days. Students may also participate in awareness raising events on a wide range of subjects including health issues.

Students benefit from curriculum relevant trips and visits and in many areas enter high profile local and national competitions. Raising awareness of these opportunities is a key feature of the pastoral plan, with half termly assemblies at each building, hosted by Heads of Studies.



A Level students met Professor Brian Cox at a special guest lecture at the University of Manchester



Engineering team and individual winners



GVOG team winners

Health and Social Care, Hair and Beauty and Engineering teams scooped first prize in the Greater Manchester Colleges Group annual skills competition. Six students from the Centre of Excellence in Engineering took individual first places, making 2019 a bumper year for regional competition success.



Workshop with Invictus Games gold medal winner Dave Watson and coach Shelley Holroyd



Animal Management students at Crufts networked with dog trainers, animal nutrition experts and pet therapists learning more about the range of careers working with animals.

WELLBEING SUPPORT

We are committed to supporting student wellbeing and mental health. We have an inclusive approach with respect for those with mental health issues. We challenge mental health stigma through curriculum teaching and promote wellbeing through tutorials, enrichment and targeted support.

If your son/daughter is struggling with depression, anxiety, social anxiety, stress or other mental health difficulties, we may be able to help. We work with them on strategies to build resilience, confidence and independence. We provide top tips to boost self-esteem and advise on techniques such as mindfulness, meditation and breathing exercises. We deliver support through tutorials, small groups or one-to-one appointments, dependant on needs.

We recommend apps, online tools and live web chat support with our wellbeing team to support mental health.

However if social media is contributing to your daughter/son's difficulties they may benefit from our Digital Detox sessions to promote positive mental health without the use of technology.

We have links with local health and voluntary sector groups and may refer students for support if we are unable to meet their needs.





HELP WITH LEARNING SUPPORT

Additional Learning Support (ALS) is available at all College centres for students who disclose a learning difficulty and/or disability. Following a confidential assessment with one of our Additional Learning Support Officers, a support plan will be put in place.

If students do not have a difficulty or disability, but need extra help with their studies, they can access this in Additional Learning Support Study Rooms, without booking. We can help them with skills like planning and organisation, structuring assignments, research and proofreading.

LEARNING RESOURCE CENTRES

Each of our three centres provide a library service and access to a wide range of technology, resources and services to support learning.

In addition, students and staff have access to a growing collection of online resources including thousands of e-books, e-journals and e-databases. These are all accessible via the College VLE and available on and off campus on any device with an internet connection. At the start of their course, students are given a College computer network account and secure storage space on the network. They are also provided with a printing allowance which may be topped up if required.

STUDENT ID CARDS

Wearing the Student ID badge is extremely important and we ask you to support us in encouraging your son / daughter to wear it with pride and a sense of belonging to an organisation they can be proud of. It helps us ensure your son / daughter's safety at College, because staff can instantly recognise whether or not someone should be on our premises. It develops responsibility because it is an item that must be remembered and worn and makes our students feel part of the College community. It also allows our wider community to recognise students from Wigan & Leigh College.

Sanctions are in place for students who forget their ID badge. A temporary paper badge will be issued for the day and must be worn so that the student can be recognised but they will not be able to move through our access controls on entrances and exits, so will have to remain on one site for the day.

They may also have problems using travel passes on local transport as the student badge is recognised by bus drivers. They will not be able to access credits electronically implanted in the card, like print credits or free College meals.

It is the responsibility of all students to come to College prepared for the day.



STUDENT 16-19 BURSARY / FINANCIAL SUPPORT

The FE Bursary forms part of the hardship fund for 16-19 year olds. Eligible learners will receive help towards the costs associated with coming to College. Students most in need will be eligible to receive a bursary of up to £1,200 a year. This group includes people in care, care leavers, people claiming Income Support, disabled young persons who receive Employment Support Allowance and Disability Living Allowance.

Full details of our bursary offer are available on the College website under Services for Students. This fund is also promoted to all students during enrolment and induction. There are other charitable funds that may provide support to meet your son / daughter's specific needs. These are identified in the College handbook.

The College bursary is for students from limited income families, however we are unlikely to be able to provide for all student needs. You may continue to receive child benefit and child tax credits (where eligible) for a young person who continues in full-time education up to the age of 20, as long as they started a program of education before they turned 19.



FREE TRAVEL FOR 16-18 YEAR OLDS



If you live within Greater Manchester you may apply for a FREE bus travel card, called **OURPASS**.

A £10 admin fee is payable to Transport for Greater Manchester for OURPASS but students eligible for the College's 16-18 bursary will have this fee reimbursed.*

- You are eligible for Our Pass if you are 16 or 17 years old.
- If you are 18 years old after the 31 August you are eligible for Our Pass.
- If you are 18 years old before 31 August you should apply for the College's free Arriva, Stagecoach or First Manchester bus pass.

*Reimbursement will be made by Wigan & Leigh College within the first term.

Visit ourpass.co.uk for more information and to apply



If you live outside Greater Manchester

1. The free bus pass is only available to learners who:
 - live outside of Greater Manchester (if you live within Greater Manchester you can apply for **OURPASS**)
 - are aged 16-18 on or before 31 August
 - live within Greater Manchester and are 18 years old before 31 August
 - are enrolled at Wigan & Leigh College on a full-time course up to Level 3.
2. The free bus pass is attendance related. To receive the spring and summer term passes students must have maintained at least 90% attendance in the autumn and spring terms.
3. If you lose your pass, you will be responsible for buying a replacement. This is £50 for Stagecoach (and reduces to £30 from 1 November 2019) and £25 for Arriva.

Issued at College at the beginning of term in September



If you study at Leigh College - free College buses from:

- Farnworth - Westthoughton
- Walkden - Tyldesley - Astley
- Padgate - Birchwood - Culcheth - Golborne - Lowton

1. The free bus pass is only available to learners who:
 - are aged 16-18 on or before 31 August
 - are enrolled at Leigh College on a full-time course up to Level 3.
2. The free bus pass is attendance related. To receive the spring and summer term passes students must have maintained at least 90% attendance in the autumn and spring terms.

Issued at College at the beginning of term in September

USEFUL INFORMATION

Wigan & Leigh College Calendar 2019 / 2020 Summary of dates for students and parents

AUTUMN TERM	Friday 02/09/2019 - Wednesday 18/12/2019
Classes Start	Monday 02/09/2018
Half Term Holiday	Monday 21/10/2019 to Friday 25/10/2019
Classes Finish	Wednesday 18/12/2019
Winter Holidays	Thursday 19/12/2019 to Friday 03/01/2020
SPRING TERM	Monday 06/01/2019 - Friday 03/04/2020
Classes Commence	Monday 06/01/2020
Half Term	Monday 17/02/2020 to Friday 21/02/2020
Classes Finish	Friday 03/04/2020
Easter Holidays	Monday 06/04/2020 to Friday 17/04/2020 (Good Friday is 10/04/2020 Easter Monday is 13/04/2020)
SUMMER TERM	Monday 20/04/2020 - Friday 03/07/2020
Classes Start	Monday 20/04/2020 (Early May Bank Holiday is Friday 08/05/2020)
Half Term	Monday 25/05/2020 to Friday 29/05/2020 (Late May Bank Holiday is Monday 25/05/2020)
Classes Finish	Friday 03/07/20
HOLIDAYS DURING TERM TIME ARE NOT PERMITTED	
PARENTS EVENINGS	
New Students - Wigan	Monday 16/09/2019
New Students - Leigh	Monday 16/09/2019
Level 3 Year 2 - Wigan	Monday 28/10/2019
Level 3 Year 2 - Leigh	Monday 04/11/2019
All Levels - Leigh	Monday 13/01/2020
All Levels - Wigan	Monday 20/01/2020

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