

STAFF ABSENCE

If you are **sick** please call or email **Reception BEFORE 08:15** on the day (irrespective of your start time) this will enable Reception staff to inform everyone of your absence before the start of the teaching day.

As Reception is **not automatically notified by Cintra**, please could all staff ensure they notify Reception of any forthcoming planned absences (ie trips, toil, staff development activities, short term dependency leave, medical appointments, etc).

Please follow the Staff Absence Procedures and Leave of Absence Procedures as detailed under SharePoint/HR/Absence.

Phone: 01403 210822 or
Email: reception@collyers.ac.uk

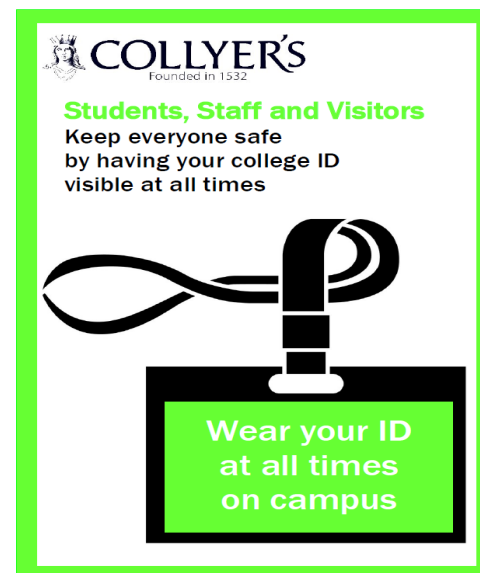
STUDENT ABSENCE

If you are unable to be in College for any reason then this must be reported by a parent or carer

Call: 01403 216528
Email: absence@collyers.ac.uk

What does an engineer do at Southern Water to ensure you have clean water at home? Find out from one of their Water Process Engineers. This may open your eyes to where engineer roles can be, not just in construction or mechanics.

Friday 10th October 12:15
book on MyProgress/Shop/Enrichment Events



CANTEEN

Open between 08:15 and 14:15
Lunch Available from 11:45
Main Meals £4.20

Monday

Chicken Katsu Curry with Rice
Quorn Katsu Curry with Rice

Tuesday

Szechuan Noodles with Chicken Balls
Szechuan Noodles with Vegetable
Spring Rolls

Wednesday

Meatball Sub with Tortilla Chips
Vegetarian Sub with Tortilla Chips

Thursday

Beef Chilli Loaded Fries
Quorn Chilli Loaded Fries

Friday

Beef Burger & Chips
Spicy Bean Burger & Chips

Menu subject to change

Date	Autumn Term Events	Meetings Tues or Thurs 16:20	Meetings Other	External Meetings
Week 7				
6th Oct				
7th Oct		Full Fac		
8th Oct				
9th Oct				
10th Oct				
Week 8				
13th Oct	PR1: Student Self Assessment		RM 09:00	
14th Oct	↓			
15th Oct				
16th Oct		Subj		
17th Oct				
Week 9				
20th Oct	PR 1: Teacher input		Busi Comm this week	
21st Oct	↓	New HoS	Trust Board 17:30	
22nd Oct				
23rd Oct				
24th Oct				

Curriculum Planning & Quality Assurance	
Curriculum Planning	Quality Assurance
<p>October</p> <ul style="list-style-type: none"> Review curriculum information for partner school visits; notice of any changes for next year—new course proposals Update UCAS predictions PR1 Input Partner school visits 	<p>October</p> <ul style="list-style-type: none"> Subject SARs and QIPs completed: reviewed by DoF/ADoF prior to SMT review Pastoral & Operational SARs and QIPs completed to VP and DP Subject SAR Review meetings with SMT & Governors Pastoral & Operational SARs and QIPs meetings with SMT & Governors Lesson Observations continue Start of new QIP implementation
<p>November</p> <ul style="list-style-type: none"> Open Evenings Targeted Parents' Evening GCSE Re-sits from the summer Progress Review Day BTEC Mock week INSET Day 2 	<p>November</p> <ul style="list-style-type: none"> Edit and update Subject SARs & QIPS, post completed versions Faculty Review meetings with SMT & Governors Draft College SAR and QIP to Q&C Lessons Observations continue

The Guild of Mercers' Scholars

Second year L3 students! apply for the GMS apprenticeship scheme

Two students will be selected by **The Guild of Mercers' Scholars** to become a GMS apprentice and **receive mentorship** over a 4-year period, starting in their final year at Collyer's.

This is an **incredible opportunity to create career contacts in London**, be supported to join a **Livery Company** and obtain **Freedom of the City of London**.

to be considered for this very
prestigious scheme:

learn more about **The Guild of Mercers' Scholars** by visiting their [website](#)

**book NOW via MyProgress
Shop Enrichment 3847** to
attend the application event on:
Wednesday, 22 October at 15:15



**Your Child Trust Fund
could be all grown up**

Tap to cash in **up to £2,200***

*Average amount claimed

**Could
you have
forgotten
savings
waiting
for you?**

Are you over 18?
Born between 1 Sept 2002 and 2 Jan 2011?
You may have unclaimed funds in your UK
Government Child Trust Fund.

It's quick and easy to check using the
free tool on [GOV.UK](#) to see if there is
money waiting to be claimed.

be considerate in our community

be courteous and polite to everyone as you arrive and leave college

do not block footpaths or loiter in the roads surrounding college

allow room for others to pass freely, especially those who are with children, have prams, are elderly or wheelchair users

do not litter near college or in the park as you could receive a £75 fine - food litter and packaging encourages rats and other vermin

do not congregate near the hospital or near neighbouring houses



PLEASE DO NOT
SMOKE OR VAPE
ANYWHERE ON THE
COLLEGE CAMPUS OR
THE SURROUNDING
AREAS

SPORTS NEWS

Basketball played Cardinal Newman away in the CBL and lost 63-51

Rugby played Godalming at home in the AoC league and won 26-17

Women's Hockey played Godalming at Christ's Hospital in the Surrey League and lost 10-0

Football Golds played Henley in Round 1 of the AoC Cup and lost 7-1



NHS
Western Sussex Hospitals
NHS Foundation Trust

Sexual Health
WEST SUSSEX

Free online at:

www.sexualhealthwestsussex.nhs.uk

- **Condoms** by post or click and collect
- Click Test and Send **STI Kits** testing kits for Chlamydia, Gonorrhoea, Syphilis and HIV
- Also, find details about **Emergency Contraception**



Emergency
Contraception



STUDENT SERVICES

Located in B002, ground floor
Buckle Building

Lost & Found

CENTRAL LOST PROPERTY

UNCLAIMED LOST PROPERTY

Jackets, coats, shoes,
water bottles, umbrellas...

TRAVEL ASSISTANCE



Student Travel Award

£50 per term

If you live at a BN Postcode or
more than 15 miles from college

Apply via the college website:
Admissions / Student Finance /
Apply for Financial Support 2025/26

Go Green
by walking,
cycling or
using public
transport to
college

Aspiring Pilots Group – Now Launching at Collyer's! ✈️

easyJet

Travel & Tourism and Physics Departments are teaming up to support students who dream of becoming pilots.

BRITISH AIRWAYS

🚀 What's the Aim?

To connect you with **top pilots and aviation professionals** from across the UK, including:

- Senior pilots from **British Airways** and **EasyJet**
- Young pilots currently in training
- Experts from **CAE**, **CAA**, and the **Royal Aeronautical Society**
- Mentors from **Flight Deck Wingman**, who helped Collyer's student **Callum Findlay** secure a *fully funded place with BA*—one of just 54 selected from over 22,000 applicants!



📖 What's In It for You?

- Talks and Q&A sessions
- Career advice and mentoring
- Application guidance
- Real-world insights into pilot training and aviation careers



👉 How to Join:



Contact **Nikki Stone – Head of Travel & Tourism** - njs@collyers.ac.uk

She will add you to the Team where you will be able to see bios from pilots and gradually more and more information. The group has already been offered a trip to CAE in Crawley which is very exciting, and dates are being worked out with them so more news soon.

like to have
fun in a
relaxed
social
space?

Connections is
looking for you!

Contact Berrin:
BEP@collyers.ac.uk
B002



Wednesday lunchtimes
at 13:20 in B107

A weekly session to meet other
students and have fun in a
relaxed, social space.

Contact Berrin: BEP@collyers.ac.uk



Fridays at 12:15

Would you like to learn more about
emotions, self-care and happiness?

Explore your worries or anxieties in a
safe environment.

Join the *Wellbeing Workshop* for
6 weeks and learn strategies to help.

Contact Berrin: BEP@collyers.ac.uk
Sign up via MyProgress 360 Enrichment

spaces still
available on
the Wellbeing
Workshop!

Friday Enrichment

Contact Berrin:
BEP@collyers.ac.uk
B002

Student Parking

Students parking near the college must:

park legally, observing road markings and
parking restriction signs

not obstruct driveways causing access issues
for residents

not cause access issues for emergency
vehicles

not park close to other vehicles so that they
cannot manoeuvre to drive away

be considerate to residents, pedestrians and
other road users

Do not park in the Horsham Hospital car park.
This car park is for the benefit of hospital
patients and their carers who need close
access for medical reasons.



Parking Enforcement officers
patrol the areas around our
college and will be notified of
any illegally parked cars.
You could receive a £70
penalty notice if your vehicle
is not parked correctly.



MY PROGRESS PAYMENT UPDATE

As Collyer's has now academised, we have updated our bank account name for payments made by BACS to student MyProgress accounts. The bank account number and sort code remain the same but for clarity please see the below details:-

Account Name: Horsham Learning Alliance

Sort Code: 20-42-66

Account No.:10721816



The library team work closely with subjects to ensure we have the resources to support your studies, wellbeing, higher education, and careers. We can help you with research, referencing and evaluating resources for your assignments.

Drop it to ask for help or email library@collyers.ac.uk and we can arrange a time to meet with you.

We look forward to seeing you in the library soon,
The Library Team.

FREE PERIOD PRODUCTS

Modibodi period pants

washable,
reusable
and
eco-friendly



now available from
Student Services in B002

Hurst Road crossing points

Students crossing the road outside college should...



.... always make use of the two signal controlled crossings on Hurst Road



.... **never** use the college vehicle entrance or exit gates as this is **dangerous!**

.... only use the **pedestrian exit and entrance gates** at college

TAKE YOUR PERSONAL SAFETY SERIOUSLY

PERSONAL SAFETY ALARMS

£5 at Student Services



BE AWARE OF YOUR SURROUNDINGS

REPORT ANY INCIDENTS

TRUST YOUR INSTINCTS

STAY ALERT

AVOID ISOLATED AREAS