



CONNELL

CO-OP COLLEGE

STUDENT GUIDE

2026–2027

KEY INFORMATION

2026-2027 TERM DATES

HALF-TERM	FIRST DAY OF LESSONS	LAST DAY OF LESSONS	HOLIDAY
1	1 SEP	23 OCT	26-30 OCT
2	2 NOV	18 DEC	21 DEC - 1 JAN
3	4 JAN	12 FEB	15-19 FEB
4	22 FEB	2 APR	5-16 APR
5	19 APR	28 MAY	31 MAY - 4 JUN
6	7 JUN	14 JUL	15 JUL - 1 SEP

SENIOR
LEADERSHIP
TEAM



SAFEGUARDING
TEAM

STUDENT
SERVICES
TEAM



EDI
AWARENESS
DATES

BURSARY
APPLICATIONS



CONNELL
STUDENT SITE

CONNELL
EXTRA



OUR PURPOSE

We are Connell – together as one team we will prepare you to be a work ready co-operator! You will be ready to thrive in your next step destination and make a positive difference in the world around you.

You must always be professional and work cooperatively with each other and our staff.

NEED HELP

If you need help with something, feel worried or have a question the place to go is The Hive or the Student Reception.

Alternatively you can email **studentsupport@connell.ac.uk**. This email address is also available to your parents/carers if they need to contact us.

WORKING ONLINE

Whenever you log into a college computer, you'll have access to a range of useful bookmarked sites. We expect all students to make use of the **Connell Extra Google site**. It's full of academic and personal development information that you'll need to maximise your grades and stand out from the crowd.

WHAT'S GOING ON?

Like the world of work, college is a busy place. You must read and respond to your emails, calendar invites.

It's your responsibility to know what's going on and say YES! to the opportunities we give you.

Please note: in order to access certain pieces of information you will need to be logged into your college email account (Co-op Academies profile) - this is part of our online security.

You must keep us updated if there are any changes to your contact details or those for your parents/carers. We often send urgent text messages and we don't want you to miss things if we don't have the right number for you or your parent/carer.

Visit The Hive or email **studentsupport@connell.ac.uk** to notify us of any changes or update details via the Arbor App.

BURSARY AND FREE SCHOOL MEALS

We accept applications for bursary and free school meals **throughout the year**. If your circumstances change we can offer short-term and immediate support prior to a full assessment.

For immediate support, email **studentsupport@connell.ac.uk**.

If there's ever a day you don't have any money and need lunch, we will provide this for free - just speak to a member of staff. We never let anyone skip a meal because they're short of money.

ARBOR

You can view your timetable, daily attendance and academic grades through the Arbor App (and so can your parents and carers). If you think something isn't right you must tell us.

Queries about grades or lesson registration marks must be resolved with your teacher. For anything else contact **studentsupport@connell.ac.uk** or visit The Hive.

ATTENDANCE

It is never ok to take time out of college for holidays - it will affect your learning and progress and will put your place at risk. You need to treat college like a job and should only be absent if you're too unwell to be here.

Even though you can do things to 'catch up' when you miss a lesson, the quality of this is never as good as the learning that takes place in real time in the classroom.

You must report absences as early as possible on the day of absence, by emailing **attendance@connell.ac.uk**. You must also contact your teachers to see what work they need you to complete in order to 'catch up'.

Planned absences, such as unavoidable medical or dental appointments, should be arranged in advance. You must notify us by emailing **attendance@connell.ac.uk** and again let your teachers know.

PERSONAL DEVELOPMENT (PD) SEMINARS

PD Seminars take place weekly and throughout the year there are additional experiences, sometimes on a day when you do not usually have lessons.

These event days are clearly marked on the college calendar from the start of the academic year and all students must attend them - they form a critical part of your education. See page 24 for more information on PD Seminars.

ENHANCEMENTS, AND STUDENT SOCIETIES/CLUBS

A schedule will be available in September. Places are usually allocated through an electronic sign up form. It's up to you which options you choose to do.

Enhancements

These are extracurricular activities that are linked to a curriculum area. These include things such as: Co-op Young Business Leaders (Business), City in the Community (Sport), and more...

Student Societies/Clubs

These are run by students for students, and we're always looking for more volunteers to organise new ones or to help with existing ones.

Five different categories of Student Societies run throughout the year:

- Sport and physical activity
- Nature, outdoors and adventure
- Developing wider life skills
- Arts and culture
- Civic engagement - volunteering and debating

SAY YES!

When you participate in activities that go beyond your qualifications, you're developing skills and knowledge that'll help you stand out. Universities and employers really value this. We encourage you to take part in:

- Weekly enhancements, societies and clubs
- Volunteering (including helping at college events)
- Employer engagement opportunities

We recognise and reward this participation through our Say YES! badges. There are five to collect. And your levels of participation are reported to you and your parents every half-term.

RECOGNITION AND REWARDS

Rewards happen across the year. Regular bonuses awarded for:

- Attendance each half-term.
- Students who consistently go above and beyond and show the highest levels of participation each term and at the end of year awards.

We will also reward participation and effort in 'spot bonuses' and 'random draws' across the year. You won't know when these are happening. Those who participate most often are likely to receive the most rewards. This will be for:

- Attending enhancements, societies and clubs
- Participating in community volunteering events
- Excellent effort or achievement in your academic subjects

RULES AND EXPECTATIONS

WE HAVE FIVE EXPECTATIONS OF OUR STUDENTS:

1. BE HERE
2. BE ORGANISED
3. BE AMBITIOUS
4. WORK SMART
5. SAY 'YES'

As a Connell Co-op College student, I agree to:

- Be on time and contribute in lessons.
- Attend other sessions/meetings as requested by college staff.
- Meet deadlines for academic work.
- Be committed to my studies.

I will communicate absences or lateness promptly, taking responsibility to catch up with work missed.

I understand that my place will be at risk if my attendance falls below the college target of 92%.

If I'm struggling with academic progress or health and wellbeing, I will inform college and seek help. I'll make the most of the support offered.

I AGREE TO ACT ACCORDING TO CONNELL'S EXPECTATIONS, THE 'WAYS OF BEING' AND TO ACT PROFESSIONALLY AT ALL TIMES.

I will act professionally through my:

- Conduct towards staff.
- Conduct towards members of the college, members of the public, and local businesses.
- Conduct on the college premises.
- Adherence to the college dress code.
- Use of technology, including email, mobile phones, AI, and social media.

I will meet the security arrangements by:

- Always wearing my college ID lanyard in the building.
- Never allowing someone without college ID to enter our site - I understand that visitors must have an appointment and be signed in at reception.

I understand that the college is a **no vaping** and **no smoking site** (inside and outside).

I will never bring onto site items that are illegal or could harm or distress others. I understand that doing so will put my place at risk.

I will never enter the 'blue pitch' area or Football Academy buildings (adjacent to the college) unless accompanied by a member of staff. I recognise that doing so is trespassing.

I will be mindful of our local community and will not obstruct pathways or play ball games on the public paved areas outside college.

I understand that if I plagiarise through the use of content or AI, or break the rules for an assessment, I may be disqualified from my course and lose my place at the college.

WEARABLE DEVICES

Wearable devices such as smartwatches, smart glasses, wireless AI earbuds, and AI pins can be valuable tools.

To maintain a safe, focused learning environment and to adhere to exam regulations, you must follow these rules:

- You may wear and use smart watches, earbuds (non AI enabled) and your phone (such as checking notifications or listening to music with headphones) during breaks in the Refectory or on The Street. They should never be used to record yourself or others.
- Smart glasses and AI pins are strictly prohibited. If you have these on site, they must be turned off and stored in your bag at all times. College accepts no liability for the loss, damage, or theft of personal wearable tech. Keep your devices secure, ideally at home.
- Taking photos, recording audio, or filming staff or students using a wearable device is a serious breach of privacy and safeguarding rules which will face a disciplinary sanction.
- Wearables and your phone must be set to Do Not Disturb and be stored away in your bag during lessons and PD Seminars.
- Smartwatches, phones, and any internet-enabled or data-storing wearables are strictly banned from exam rooms by JCQ regulations. They must be removed and placed in your bag before entering. You will be disqualified if you are found to have one of these devices on or with you during an exam.

DRESS CODE

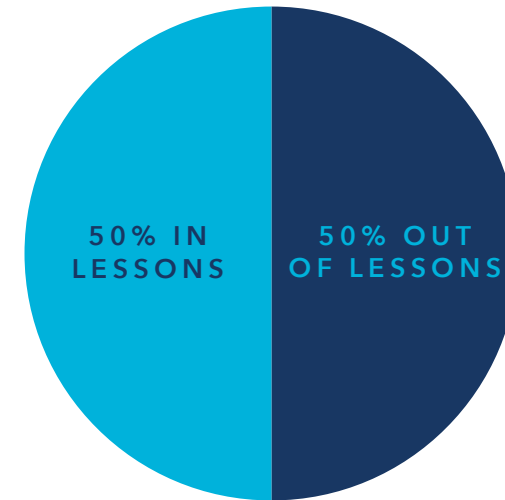
You should dress in a way that's appropriate for your course. We don't permit see-through clothing or clothes that don't cover your body - even during hot weather. No offensive slogans/wording should be worn.

Take off coats and hats in class, and hang them on the back of your chair (don't put them on the desk). Your lanyard must always be on, except in a practical lesson.

Head coverings for religious or cultural reasons are permitted. A plain black durag or plain black bandana may be worn to cover hair. A hat may be permitted for a one off day/short period of time at the discretion of the principal.

WORK SMART

The transition from GCSE to A Level or BTEC Level 3 marks a significant shift from being a pupil to a student. You will need to balance your time equally between classroom learning and learning outside of the classroom. We outline this balance as the 50/50 rule.



WHAT SHOULD THE 50% OUTSIDE OF LESSONS LOOK LIKE?

There are two types of work you will be expected to complete outside of college lessons. The amount of time you spend on these per week will depend on your course.

Homework	Teachers assign tasks during lessons and on Google Classroom, providing instructions, deadlines, and examples. Your teachers will track your completion, and your participation will be shared weekly with your parents/carers.
Independent Study	Tasks that complement and consolidate the learning you're doing in lessons. These are activities based on your reflections and priority areas.

WHAT THIS MIGHT LOOK LIKE FOR YOUR SUBJECT?

HOMEWORK

- Completing a timed exam question.
- Completing flipped learning in preparation for the lesson, e.g. pre-reading.
- Completing coursework or non-exam assessment work that's been set.
- Creating summaries from each lesson e.g. Cornell notes.
- Selecting a question from a pack of exam questions in timed conditions to prepare for a topic test.
- Reviewing a teacher's feedback to look for patterns and setting yourself a target.

INDEPENDENT STUDY

- You identify areas you need to review and use resources to help you improve your knowledge or skills.
- Watching a documentary or reading a book that's related to your subject/topic.
- Completing an online course e.g. MOOC (Massive Open Online Courses) related to your subject.

WHEN SHOULD THIS HAPPEN?

Treat college like a full-time job by working 9am to 5pm daily, establishing a routine of studying during non-lesson times to reduce future stress which will keep your evenings and weekends free. A great habit to get into is to use The Hive to complete your work whilst you're in college.

WHERE SHOULD THIS HAPPEN?

Set yourself up in the right environment; this might include The Hive in college, or a public library. Somewhere that you are comfortable, free from distractions and have enough space to work.

TOP TIPS FOR GETTING THIS RIGHT

- Make it a routine early on - routines are powerful drivers for us.
- Put your phone away and only listen to music without lyrics.
- Even when you don't feel like it - do it anyway and set yourself small tasks e.g. 'I'll do it for 10 minutes' - once you've started you'll likely end up doing more.
- There will be 'blockers' in your way - procrastination or the appeal of spending time with friends. You're only human and this will happen - notice them and decide how you can get past them.

REVIEWING YOUR ACADEMIC PERFORMANCE

WHAT IS A TARGET GRADE (TMG)?

A target grade is statistically generated using the average of the GCSE qualifications you achieved before you joined Connell.

This is an important reference point for reflecting on your progress throughout your time at college. We use ambitious target grades because evidence shows that setting an aspirational target leads to stronger outcomes. Consistent high performance is vital.

WHERE DOES IT COME FROM?

Your target grade is the most likely outcome you will achieve in your qualification (A Level or BTEC) based on your GCSE results. It's not subject-specific or based on you as an individual.

Your GCSE results don't limit your academic performance and the data shows this. Over 30% of students exceed their target grade by the end of Year 13. These students are the ones who learn to Work Smart from the start of their time at college.

WHEN WILL I REVIEW MY TARGET GRADE AGAINST MY CURRENT PERFORMANCE?

We provide a review of your target grades against academic performance at regular Performance Indicator (PI) points each year. You'll be given a clear description of how your academic performance was assessed at each PI for each subject. Teachers assess this based on subject specific assessments and they also keep records of your conduct, classroom work and independent study.

At the start of Year 12, you may be slightly below target as the transition to college is a learning curve, but you're expected to meet or exceed your target as you progress, especially in BTEC subjects where consistent high performance is vital.

In Year 13, we'll indicate your academic performance by providing a predicted grade - your teacher's best estimate of the grade you'll achieve if your performance effort remains unchanged.

KEY DATES + EVENTS 2026–2027

SEPTEMBER 2026

- Y13 – Get Ready to Submit to UCAS/Apprenticeship Applications
- Y13 – A Level Predicted Grade Exams

Wed 2 – Y12 Induction

Thu 3 – Lessons Start For All

Thu 17 – Parent/Carer Information Evening (Y12 in-person; Y13 online)

Tue 22 – Independent Study Day (students work from home)

OCTOBER

- Y12 – University Widening Participation Schemes Sign Up
 - Y13 – Early Applicant Deadline
 - Y13 – Predicted Grades Released
- Thu 22 – Careers Fair
Fri 24 – INSET Day (no lessons)
Mon 26 to Fri 30 – Half Term

NOVEMBER

- Y12 + Y13 A Level Internal Assessments
- BTEC Mock Exams
- Y13 – Submit UCAS Application for Checking

Mon 2 – Half Term 2 Starts

Mon 16 – INSET Day (no lessons)

Fri 27 – One Day ‘Holiday’

DECEMBER

- Y12 + Y13 – Criminology Controlled Assessment
- Wed 16 + Thu 17 – Y12 Mock Interviews (lessons as normal)
Fri 18 – Lessons Until 3.30pm and then College Closes
Mon 21 to Fri 1 Jan – Christmas Holidays

JANUARY 2027

- Y12 + Y13 – BTEC Public Exams
 - Y13 – A Level Mocks
 - Y12 – A Level Internal Assessments
 - Y13 – UCAS Applications Sent
- Mon 4 – Half Term 3 Starts**

FEBRUARY

- Y12 – Next Steps Progression Tutor Meeting to Get Y13 Ready
- Fri 12 – Last Day of Lessons**
Mon 15 to Fri 19 – Half Term
Mon 22 – Half Term 4 Starts
Tue 24 – INSET Day (no lessons)

MARCH

- BTEC Public Exam Results
 - Y12 – Next Steps Progression Tutor Meeting to Get Y13 Ready
 - Y13 – University Finance Info
 - Culture Day
- Mon 1 – College Iftar
Mon 8 or Tue 9 (TBC) – Eid: college closed for rest and reflection time
Fri 26 to Mon 26 Easter Weekend: college closed

APRIL

- Y12 – Next Steps Progression Tutor Meeting to Get Y13 Ready
 - Y12 – A Level Progression Exams
- Fri 2 – Y13 Leavers Celebration
Fri 2 – Last Day of Lessons
Mon 5 to Fri 16 – Easter Holidays
Mon 19 – Half Term 5 Starts

MAY

- Y12 – A Level Progression Exam Results
- Y12 + Y13 – BTEC Public Exams
- Y13 – A Level Public Exams

- Y13 – Final College Advice on UCAS, Clearing and Results Day

Mon 3 – Bank Holiday

Fri 28 – Y13 Study Leave Starts

Fri 28 – Last Day of Lessons

Mon 31 to Fri 4 June – Half Term

JUNE

- Y12 + Y13 – BTEC Public Exams
- Y13 – A Level Public Exams
- Y12 – Submit First Draft of Personal Statement for University & Apprenticeship Applications

Mon 31 June to Fri 4 – Half Term

Mon 7 – Half Term 6 Starts

Mon 22 – INSET Day (no lessons)

JULY

Wed 14 – Lessons end at lunchtime

Thu 15 – Summer Holidays Start for Y12

PROGRESSION TUTORS

PROGRESSION TUTORS WILL SUPPORT YOU WITH YOUR STUDIES, PERSONAL DEVELOPMENT AND WELLBEING.

You will be allocated a progression tutor who will work closely with you on a weekly basis.

Think of them as your primary point of contact in college – someone who gets to know you personally, helps you stay on track with attendance, punctuality, grades, and prepares you for life after college.

Throughout the year, our progression tutors will deliver a series of workshops in your PD Seminars. Each one will compliment the current stage of your educational journey.

You will also get 1:1s throughout the year to help you settle in, and so that you can chat about topics, such as university, apprenticeships and employment opportunities.

PERSONAL DEVELOPMENT JOURNEY

PERSONAL DEVELOPMENT THEMES

HT 1 - BE CONNELL

HT 2 - HEALTH AND WELLBEING

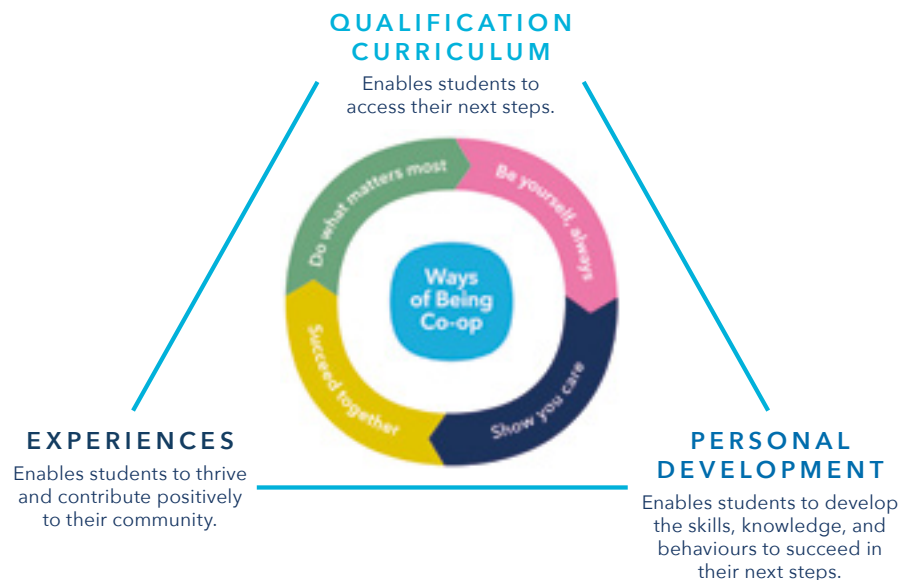
HT 3 - RESPECTFUL RELATIONSHIPS

HT 4 - RIGHTS AND RESPONSIBILITIES

HT 5 - LIFE BEYOND COLLEGE

HT 6 - REFLECTION AND TRANSITION

PERSONAL DEVELOPMENT (PD) SEMINARS



PD SEMINARS ARE OUR VERSION OF TRADITIONAL SIXTH FORM COLLEGE TUTORIALS. EVERYTHING WE DO AT CONNELL IS GEARED TO HELPING YOU PREPARE FOR YOUR NEXT STEPS.

We want to make sure you leave us with good qualifications, that you stand out from the crowd, and that you're equipped to navigate the world as safe, responsible citizens.

This is where our weekly PD Seminars come in; you'll have one in your timetable each week that you must attend.

What happens in PD Seminars?

They've been created to provide you with a helpful and supportive environment to prepare you for your next steps, and to support you with anything that you may need during your time at Connell.

There will be two Progression Tutors in each seminar: one will deliver the 'CORE curriculum' item of the week and meet with students one-to-one on a rotating basis, and the other will be available to support you as you work independently and reflect on your progress and college performance data.

What's covered in PD Seminars?

1. Notices and Careers

A quick run through the college need-to-knows for the coming week and a careers overview.

2. CORE Curriculum

A programme of activities, experiences and topics, which have been designed to help you get ready for your next steps, and to help you develop the skills to navigate life after college safely.

You'll develop personally and professionally, and you'll pick up life, employability, financial, study, social, emotional, and oracy skills.

You'll build up your knowledge around university, apprenticeship and job opportunities, so that you can make the right choice for your future when you leave us.

3. Academic Skill Development

Sessions to increase your academic skills in things such as researching, referencing, study habits, memorising, and academic reading/writing.

4. Attendance and Admin

Ensuring your performance data is correct, and planning how to improve/what to do next.

5. Personal Reflection Time

One-to-one meetings with your progression tutor, covering: bespoke learning pathways, independent study, opportunities and your Unifrog record.

YOUR NEXT STEPS JOURNEY

YEAR 12

- SEP:** Students eligible for The Honours Society (includes potential UCAS early applicants) meet with Destinations Manager.
- OCT:** Widening participation scheme information assembly.
- FEB - MAY:** Next steps interviews with a progression tutor on current working grades and suitability to next steps vision.
- MAR - JUN:** PD Seminars focus on different pathways and careers; student finance and how any student can afford university; skills for life; looking at potential courses; and entry requirements versus current working grades.
- JUN:** Complete first draft of personal statements and get feedback from staff. Start and complete UCAS application form.

YEAR 13

- SEP:** Key upcoming UCAS dates, alternatives to university, personal statement completion and A Level Predicted Grade Exams.
- OCT:** Early applicant deadline.
- NOV:** Internal UCAS deadline.
- JAN:** External UCAS deadline.
- MAR:** Information on results day, UCAS extra, clearing and student finance, support with apprenticeship applications.

www.connell.ac.uk
info@connell.ac.uk
studentsupport@connell.ac.uk
attendance@connell.ac.uk
0161 231 9200
  @ConnellCollege