



Ayrshire  
College



SCP  
Handbook for  
Parents/  
Guardians  
2019-20



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## INTRODUCTION

School college classes are a valuable part of the curriculum. We provide high quality senior phase vocational courses from Level 4 and above. They are intended to support young people getting ready for employment or plan progression pathways onto full time courses and university. They also build a network of support for our students as they move between school and college.

Partnership working with our schools is very important and can only be achieved through the high-quality learning and teaching which the college delivers. We meet bi monthly with our school partners at partnership meetings and report attendance figures weekly to schools.

All the partnership work which happens between the schools and the college is a contribution to the Developing the Young Workforce commitments. The ultimate aim is to close the attainment gap and reduce youth unemployment by 40% by the year 2020.

## BENEFITS OF SCHOOL COLLEGE PROGRAMMES

- Choice of vocational courses not available within school
- Use of technology/equipment not available in schools
- Raise awareness of progression opportunities
- Student Cards
- Access to LRC and printing
- Access to gym facilities (over 16s – monthly fee applies)
- Use of restaurants
- Use of salons
- Help with full-time college applications
- More independent learning
- Meet students from other schools with the same interests
- Expand social life
- Adult environment

## TYPES OF COURSES

### Skills for Work (SFW)

Skills for Work courses focus on generic employability skills needed for success in the workplace. The courses offer learners opportunities to learn these skills through a variety of practical experiences that are linked to vocational areas.

### National Progression Award (NPA)

NPAs are aimed at developing learners' knowledge and understanding and, where appropriate, practical experience of a given area of vocational education.

### Scottish Vocational Qualification (SVQ)

Scottish Vocational Qualifications (SVQs) are based upon national standards and provide evidence that learners can do their jobs well. Studied in the workplace, in college or with training providers.

### National Certificate (NC)

A National Certificate (NC) is sometimes suitable for students with no formal qualifications. They offer practical help in developing skills for work and can, in some instances, provide access to higher level programmes such as a Higher National Certificate (HNC) or Higher National Diploma (HND).

### Foundation Apprenticeship (FA)

Foundation Apprenticeships are a work-based learning opportunity for senior-phase secondary school pupils. Lasting two years, pupils typically begin their Foundation Apprenticeship in S5. Young people spend time out of school at college or with a local employer, and complete the Foundation Apprenticeship alongside their other subjects like National 5s and Highers.

### NQ (National Qualification)

National 1-5 Qualifications, Higher Qualifications and Advanced Higher Qualifications.

### City & Guilds

Awarding body which provides vocational qualifications. City & Guilds is recognised by employers worldwide for providing qualifications that offer proof of the skills they need to get the job done.

### Scottish Qualifications Authority Units

Units which are taken from SQA but are not attached to a group award.

## COLLEGE COURSE LEVELS EXPLAINED

#### Level 4

SCQF Level 4 (Access) qualifications are the equivalent to National 4 level within a school. Progression after completing a Level 4 course would be entry into a Level 5 course.

#### Level 5

SCQF Level 5 (NC) qualifications are the equivalent to National 5 level within a school. Progression after completing a Level 5 course would be entry into a Level 6 course

#### Level 6

SCQF Level 6 (NC) qualifications are the equivalent to Higher level within a school. Progression after completing a Level 6 course would be entry into a Level 7 course

#### Level 7

SCQF Level 7 (HNC) qualifications are the equivalent to Advanced Higher level within a school and also First Year of University. Progression after completing a Level 7 course would be entry into a Level 8 course or direct entry into Year 2 at University (depending on course).

#### Level 8

SCQF Level 8 (HND) qualifications are the equivalent Second Year of University. Progression after completing a Level 8 course direct entry into Year 3 at University (depending on course).

### **COLLEGE AND SCHOOL - WORKING IN PARTNERSHIP**

Ayrshire College works very closely with all schools across Ayrshire. Partnership working is key to the successful delivery of college courses, both in schools and on campus. We work together to provide a smooth transition from school into college, whether this is on one of the school-college programmes or leaving school to begin a full time course.

#### One to one meetings

The School College Partnership Officer will meet with each individual school on a monthly basis throughout the year. During these meetings we discuss student attendance, withdrawals, additional support needs, applications, discipline and any upcoming events either within the school or at the college.

#### Transition talks

Throughout the year, the School College Partnership Officer can be invited along to schools to give transitions talks to students who may be thinking of leaving school and undertaking a full time course. During these talks, information is provided on the types of courses which are available, appropriate levels to apply for, how to apply, interviews tips and advice and information on funding.

### Transition Meetings

A member of staff from the college; either the School College Partnership Officer or a member of the Inclusive Learning Team will be available to attend transition meetings within the school. It is also possible for a meeting to be arranged within the college to have a chat with college staff and a tour of the campus to allow for a smoother transition for the pupil.

### Careers events

Schools often arrange careers events within the school which Ayrshire College may be invited along to attend. Information is given on school-college courses and also full time courses.

### Options evenings

Ayrshire College may be invited along to options evenings within the schools; this allows information to be given to pupils as well as parents about the opportunities through our school-college programmes.

### Assisting with applications

The School College Partnership Officer may be asked to come out to schools and assist with the application process. This allows the college to build a relationship with the students from an early stage. It allows us to ensure that information on the application form is correct and help with any questions they may have about the application form or their personal statement.

### Interview prep

The School College Partnership Officer is available to go into schools and help with the prep for interviews for our school college courses. More information can be given about what is involved in the interview and some tips about Dos and Don'ts.

**KEEPING OUR YOUNG PEOPLE SAFE AND SECURE WHILST ON CAMPUS**

It is essential that we keep students safe and secure whilst attending college. The students are still currently on the school roll but we are responsible for them when they are at college. When they are at college, we will inform the schools, where appropriate, of any matter that may arise.

### How do you ensure the safety of school/college students?

Most of the time a member of the SCP team will be on campus on the days of school/college classes. If any student falls under an emergency situation; for example an accident within the class or if a student becomes ill, the SCP will be there to contact the school and make arrangements for the student. If a member of the team is not on campus when an issue arises then our curriculum colleagues have been provided with contact information for all schools.

### Emergencies

In the case of an emergency the relevant School College Partnership Officer will contact the school and make appropriate arrangements for the student.

### Breaks

If it's appropriate within the subject area students can have a 10-minute break from learning and teaching during the 2-hour session. Students are not permitted to leave class in groups and we ask that the lecturers remain in the class/workshop during this time.

### Accident Reporting

If there is an accident involving a school/college student, this will be recorded and reported to our Health and Safety team. In addition, the relevant School College Partnership Officer will contact the school.

### External Visits

If there are any external visits planned for the course the relevant School College Partnership Officer will arrange permission slips from the school.

### Appointments

If a student has an appointment (doctors, dentist etc.) or need to leave the class early they should provide the lecturer with written permission from the school or an appointment letter. If the student fails to provide permission then they will not be permitted to leave until authorisation is sought from the school. Student should try and not make non-emergency appointments during college times

### Bullying

Ayrshire College are committed to providing a friendly, safe environment for students to gain the most from their experience of College life. Bullying of any type is unacceptable and will not be tolerated in the college. If your young person feels they are being bullied, please ask them to raise this with the guidance teacher or their college lecturer.

### Child Protection and Safeguarding

Every member of College staff has a role to play in safeguarding, preventing radicalisation, and promoting the interests of care experienced young people. We aim to ensure the wellbeing of students and respond to any child protection issues appropriately. If any safeguarding issue arises we will contact the school who will follow their current procedure.

### Travel to and from College (non-Foundation Apprenticeship courses)

Travel to and from college will be arranged through the school. Please speak with your young person's guidance teacher who will be able to provide you with this information.

### Foundation Apprenticeship Travel Arrangements

Travel arrangements for the Foundation Apprenticeship programme are arranged through the college. The student will travel in the cheapest mode of transport which will get them to college on time. This could be either public buses, trains, taxis or a mini bus.

### Foundation Apprenticeship – Work Experience

Foundation Apprenticeships have been designed by industry and work experience is an integral part of the programme. The work experience will vary depending on the course, however the majority of this will take place in the second year with varying input from employers in year one. Where the programme is offered as 1 year, pupils will attend College all day on a Tuesday and have an industry placement on the 2nd day.

Ayrshire College is responsible for organising work placements and we aim to involve local employers, however some travel may be required. Travel expenses to and from college and the workplace are paid for. All employers are vetted by the College to ensure they are suitable and meet learner requirements. The College will monitor placement activity to provide support and guidance.

## APPLICATIONS

We have developed the application process every year and endeavour to align the process as much with that of full-time courses where possible. All applications submitted require approval from the respective school before these can be processed. Once they are approved they will be processed in the same way as full-time applications with letters being issued to students to advise of the outcome of application.

Failure to submit an application before the deadline could result in the student losing out on a place on the course due to the course being full.

### College role:

#### *When do applications open?*

Applications for all school/college programmes open in the middle of January, allowing for the option processes taking place within schools. The applications close at the end of March and interviews take place within April. We aim to have all applications in and offers processed by the time student's go on exam leave at the end of April.

#### *How to apply*

A full list of courses can be found at: <http://www1.ayrshire.ac.uk/schools/>. Once the schools homepage has been accessed there is a link to each Local Authority. Clicking on these links will show which courses are available for the respective Local Authorities. Each course has detailed information on what the course is about, which should be read thoroughly before submitting an application.

#### *When do applications close?*

Applications will remain open until June. Any applicant who submitted an application after the March deadline will be interviewed in June, providing there is space on the course. If a course fills after the first round of interviews these applicants will be sent a letter to reflect this and their application will not be processed any further

### *What do we do when an application is submitted?*

When an application is submitted we will contact the relevant school for approval. The applicants who have been approved by the school will be moved onto interview stage.

### *How long is the wait between application and interview?*

Applications can be submitted from January to the end of March. Interview dates/times won't be communicated until the end of March. If the student has any questions regarding their application status they should approach their guidance teacher who will contact the college.

## INTERVIEWS

Interviews for school college programmes take place over one week in April. The best candidates will be selected from the interviews so that it is fair and equitable process. Students will receive an interview letter/email from the college to advise when their interview will take place.

We have a very high number of applicants to interview over this week, in order to get these processed and offers out before exam leave, rescheduling interviews may not be possible. Failure to attend the interview date could result in losing a place on the course due to the course being full.

If any courses have spaces after the April interviews, schools will be notified and application can be submitted online. Interviews for these courses will take place in June.

### *When do interviews take place?*

Interviews for school/college programmes will take place during April in order to ensure that students receive their offers before they go on exam leave. The interviews are all done at the same time, we do not want to offer places on a first come first serve basis as schools may complete their options processes at different times. There will be another interview week in June which will be used to interview any late applicants for courses which still have spaces.

### *How to prepare for interview.*

Prior to attending the interview within the college students should:

- Research their course
- Be able to tell their reasons for choosing their course

- Research possible progression routes – Full time courses within the college, University courses and jobs

We have developed an interview handbook which is available on the Ayrshire College website.

#### *What happens before the interview?*

Student should report to the reception of the campus mentioned on their letter. Students should bring their letter along to their interview. A member of the curriculum team who is conducting the interview will collect the student from the reception area.

#### *What happens during the interview?*

Each course may have a different interview process. In order to prepare the student for interview an interview structure document will be sent to the school which will detail what happens in the interview for a specific course and if there is anything the student needs to bring with them.

#### *What happens after the interview?*

Students will be notified via letter/email of the outcome of their interview. Schools will also be notified of this.

#### *What if the student is unsuccessful?*

If any student is unsuccessful then they should approach their guidance teacher within the school who will discuss next steps.

## ENROLMENT AND INDUCTION

#### *When will the students enrol?*

Students will be invited into the college for two weeks in June to commence their courses. During this time students will complete enrolment forms, be photographed for student cards and be measured for PPE (where appropriate). Student will then return in August at the start of the new school year. Courses are due to finish at the end of April, although some pupils maybe required to attend during exam leave and into June to complete their coursework.

### *Where will the students enrol?*

The students will be asked to attend the main campus to enrol - this may include any courses that are being taught in schools. The students will receive a letter with the date, time and location of enrolment.

### *What if a student cannot make the enrolment date in June?*

If a student cannot make the enrolment date in June, but still wishes to keep their place on the course, the student should notify their guidance teacher who will communicate this to the college. The student will then be asked to attend in August for the course restarting and they will be enrolled then.

### *What if a student decides they no longer want their place?*

If a student decides they no longer want their place they should notify their guidance teacher ASAP. Each course will have a waiting list, early notification of this would allow the college to offer the place to another applicant.

## ATTENDANCE

It is very important that students attend all classes throughout the year. Consistent absence throughout the year could result in a student not attaining all units within their course.

### *How is attendance communicated to schools?*

Attendance is communicated to schools on a weekly basis. The college send the school an attendance report of the last 4 weeks to allow schools to see attendance patterns and identify consistent non-attenders. The school have a responsibility to chase these absences and notify parents / guardians where appropriate.

A member of the School College Partnership team within the college will be available to meet with the school should it be required to discuss any students who are a cause for concern.

### *What do we take into consideration when highlighting attendance concerns?*

The college take the following into consideration and flag to schools when running the weekly attendance reports.

#### **Week 2**

Attendance at 50% or less (two absences) over a 2-week period should be flagged. These should be flagged and communicated to schools as concerns.

#### Week 4

Attendance at 62.5% or less (three absences) over a 4-week period should be flagged. These should be flagged and communicated to schools as concerns.

#### *What if a student cannot attend?*

If a student cannot attend for any reason they have the responsibility of notifying their guidance teacher who will communicate this to the college. If a student is absent for a prolonged period of time, for medical reason or other reasons, it is important the college are made aware of this to put appropriate measures in place so they don't fall behind.

#### *Attendance throughout study leave*

Courses generally run from August until the end of April to align with the school calendar. Pupils learn and achieve at differing times throughout the year, we have taken this into consideration and offer catch up sessions during exam study leave to allow the maximum opportunity of attainment during their normal day / times. Students will only be asked to attend on days they do not have an actual exam.

## WITHDRAWALS

The college will not withdraw any student without discussion and authorisation from the school. Withdrawals can either be initiated by the school or the college.

### *When is a withdrawal initiated by the college?*

A withdrawal is initiated by the college under the following categories:

1. Attendance
2. Progress
3. Disciplinary issues

The college will then contact the school to determine whether there is anything the college can do to re-engage the student and prevent withdrawal. If the concerns persist then the college would ask the school to authorise a withdrawal.

### *When is a withdrawal initiated by the school?*

The school may initiate a withdrawal for a variety of reasons, e.g. personal reasons the student has or if the student wishes to focus on other subjects within the school. When the college receives confirmation from the school the withdrawal process will begin.

### *What if a student does not want to continue with the course?*

If a student tells the school they do not wish to continue with the course, the school will contact the college to let them know. Depending on the reason for withdrawal the college and school will work together to try and re-engage the student where possible and/or escalate any issues the student may have regarding their course.

### *What happens after a withdrawal?*

After a withdrawal has been processed the student will be taken off the class register. Depending on the time of withdrawal the student may have achieved some units in their course.

*What if a student changes their mind after being withdrawn?*

If a student has been withdrawn from the course but changes their mind it may be possible to be re-enrolled. If this happens the student should approach their guidance teacher who will contact the School College Partnership Officer to ask if re-enrolment is possible.

The Inclusive Learning department within the college will support any student if they have identified as having an ASN. It is important the student feels as comfortable as possible whilst at college and that their learning experience is enhanced and supported.

#### *When a student identifies as having an Additional Support Need*

Where a student identifies as having an ASN at application stage, the Inclusive Learning Department will contact the school to arrange a visit with the Pupil Support contact within the school to gather the relevant information.

#### *How will the college know what type of support is required?*

The college will meet with Pupil Support within the school to gather this information. The college wants to mirror any support that the school is providing the student to make the transition from school to college an easy process for the student.

#### *What if a student has an Additional Support Need but has not identified?*

The college will contact the school with a list of students who are currently enrolled on courses. The school will identify those from the list who have an ASN but did not identify.

#### *Assessment arrangements*

If a student requires any arrangements for assessments e.g. extra time, separate accommodation, the college will provide this for the student.

## DISCIPLINE

We expect the students to behave whilst they are attending college. The students will be in an adult environment and will be expected to behave in an appropriate manner. If there are any issues with discipline the college will contact the school immediately.

#### *How do we deal with student discipline?*

If a student has misbehaved the college will receive a School's Misconduct form from the lecturer. The college will then send this to the school and they will have a meeting with the student. The form is then signed by both the school and the student and returned to the college with actions that the school will take. It would be the schools responsibility to notify the parent of this.

#### *What if a student continues to misbehave?*

If a student continues to misbehave and has more than one incident logged on a Misconduct form then they will follow the formal disciplinary procedure. This will involve a meeting with School College Partnership Team, Curriculum, a school representative and the student. The college will aim to resolve any issues at this stage. This process mirrors what happens with full time students.

## TRACKING REPORTS

The college report student progress to the school on 2 occasions, in Semester 1 and Semester 2. Information is gathered from the lecturers and sent to the school for dissemination to Guidance Teams and parents / guardians.

#### *How many tracking reports do we send to schools?*

There are 2 different tracking reports we send to schools at different times of the year – end of semester 1 and end of semester 2. We will also send a report which will inform schools which students are required to attend during exam leave.

1. December (Interim Tracking Report) – sent out to help identify any cause for concern in attendance, whether the student is working well in class, falling behind or not on track to achieve.

2. March (End Tracking Report and risk of non-completion) – allows lecturers to give feedback on the students' progress, attendance, effort, unit passes and any units still outstanding. This allows the School College Partnership Team to alert schools and offer a supporting strategy to help the learner achieve.
3. The final report will be a basic report which will inform schools which students will be required to attend during exam leave if they have not completed their course. A letter will also be sent home to parents to inform them.

#### *What do we do if there are any concerns in the progress reports?*

If there are concerns about any student in any of the above reports the college will liaise with schools in an effort to resolve the situation. The college will also liaise with curriculum to help identify additional work that must be completed in order to achieve.

#### *What if the student does not re-engage?*

Where an issue remains and a student does not re-engage then the college will continue to liaise with the school and curriculum to look at a further strategy. However a withdrawal may be necessary if there are concerns a student will not achieve.

#### *How will the students know their progress?*

Student progress should be communicated to students every time they are in class. If they are falling behind in any units they need to be aware of this. If a student is on course to fail a unit then they need to be aware of the consequences of failing one unit within a group award.

## RESULTS

### *What do we do with the results when they are entered?*

When the results are entered we will communicate these to the school so they can make both the students and their parents/guardians aware of their overall result. Students will also receive results alongside their other qualifications from school.

### *What if a student has failed one of the units?*

Some courses have group awards attached to them, this means that all units within the course need to be passed to achieve the group award. If a student fails one of the units within a group award unfortunately they will not receive the group award and this will show on their certificate.

### *Certification of qualifications*

If the units within the course are Scottish Qualifications Authority units then these will appear on the students SQA certificate along with their other subjects in school. If the units are from another awarding body, e.g. City and Guilds, these will be sent out separately to the student's home address.

## CONTACT INFORMATION

### AYR CAMPUS

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### TEAM LEADER OF SCHOOLS

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## USEFUL DATES FOR 2019-20 (subject to change)

Students commence	10 <sup>TH</sup> June 2019
Students stop for summer break	21 <sup>ST</sup> June 2019
Semester 1 tracking reports issued to schools	6 <sup>th</sup> December 2019
Applications open for 2020/21	13 <sup>th</sup> January 2020
Semester 2 tracking report issued to schools	12 <sup>th</sup> March 2020
Applications close	27 <sup>th</sup> March 2020
School-college interviews take place	20 <sup>th</sup> – 24 <sup>th</sup> April 2020
Interview outcomes completed on system	From 29 <sup>th</sup> April 2020
Learning & teaching finishes for school-college courses (with exception of FAs)	24 <sup>th</sup> April 2020
Catch-up sessions	27 <sup>th</sup> April – 22 <sup>nd</sup> May 2020
Catch up applicant interviews take place	1 <sup>st</sup> – 5 <sup>th</sup> June 2020
Foundation Apprenticeship learning & teaching finishes	12 <sup>th</sup> June 2020
Students commence course 2020-21	8 <sup>th</sup> – 19 <sup>th</sup> June 2020

## 2019 - 20 East Ayrshire School Attendance Calendar

<b>August</b>																									
			Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
			1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28			
<b>September</b>					<b>September</b>					<b>September</b>					<b>September</b>										
Mon	Tue	Wed	Thu	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30					
<b>October</b>					<b>October</b>					<b>October</b>					<b>October</b>										
		Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30		
<b>November</b>					<b>November</b>					<b>November</b>					<b>November</b>										
				Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
				1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27			
<b>December</b>					<b>December</b>					<b>December</b>					<b>December</b>										
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				
<b>January</b>					<b>January</b>					<b>January</b>					<b>January</b>										
		Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
		1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29			
<b>February</b>					<b>February</b>					<b>February</b>					<b>February</b>										
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						
<b>March</b>					<b>March</b>					<b>March</b>					<b>March</b>										
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				
<b>April</b>					<b>April</b>					<b>April</b>					<b>April</b>										
		Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
		1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29			
<b>May</b>					<b>May</b>					<b>May</b>					<b>May</b>										
				Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
				1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27			
<b>June</b>					<b>June</b>					<b>June</b>					<b>June</b>										
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	
1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30				

**Attendance required**

**No college classes**

**Catch-up sessions**

**Foundation Apprenticeship classes only**

# 2019 - 20 North Ayrshire School Attendance Calendar

<b>August</b>					<b>August</b>					<b>August</b>					<b>August</b>					<b>August</b>									
			Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
			1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	1	2	5				
<b>September</b>					<b>September</b>					<b>September</b>					<b>September</b>					<b>September</b>									
Mon	Tue	Wed	Thu	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tue	Wed	Thu	Fri					
2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	2	3	4	5	6					
<b>October</b>					<b>October</b>					<b>October</b>					<b>October</b>					<b>October</b>									
	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
	1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	1	2	3	4					
<b>November</b>					<b>November</b>					<b>November</b>					<b>November</b>					<b>November</b>									
				Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
				1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	1					
<b>December</b>					<b>December</b>					<b>December</b>					<b>December</b>					<b>December</b>									
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	2	3	4	5	6					
<b>January</b>					<b>January</b>					<b>January</b>					<b>January</b>					<b>January</b>									
		Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
		1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	1	2	3					
<b>February</b>					<b>February</b>					<b>February</b>					<b>February</b>					<b>February</b>									
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	3	4	5	6	7					
<b>March</b>					<b>March</b>					<b>March</b>					<b>March</b>					<b>March</b>									
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	2	3	4	5	6					
<b>April</b>					<b>April</b>					<b>April</b>					<b>April</b>					<b>April</b>									
	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
	1	2	3		6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	1	2	3					
<b>May</b>					<b>May</b>					<b>May</b>					<b>May</b>					<b>May</b>									
				Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
				1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	1					
<b>June</b>					<b>June</b>					<b>June</b>					<b>June</b>					<b>June</b>									
Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	1	2	3	4	5					

**Attendance required**

**No college classes**

**Catch-up sessions**

**Foundation Apprenticeship classes only**



