

CANTEEN

Open between 08:15 and 14:15

Lunch Available from 11:45

Main Meals £4.00

Monday

Chicken Tikka Korma with Rice

Quorn Korma with Rice

Tuesday

Sausage & Mash with Vegetables

Quorn Sausage & Mash

with Vegetables

Wednesday

Roast Chicken

Nutless Roast

Thursday

Bolognese Pasta

Mac & Cheese

Friday

Hotdog in a bun with Chips

Vegetarian Hotdog in a bun with

Chips

Menu subject to change

College Easter Holiday Opening Times

The college will be open, with limited access, during the Easter holiday as follows:

Monday 7th to Thursday 10th April between 08:15 and 16:30;

Friday 11th April between 08:15 and 16:00;

Monday 14th to Thursday 17th April between 08:15 and 16:30.

All **staff** and **students** coming in to college during this time **MUST sign in** and **out** at the **Main Reception** unless students are working in the Library. **All students** on site **must wear their lanyards** and be **supervised** by a member of staff and will need to be off site by the finish times listed above.

Student Voice

Don't forget to vote!

The online election for the roles of Student Governor and/or RCU Co-President opens Friday!

You can hear directly from all the candidates in your tutor groups this week and at the live Hustings on Wednesday 2nd April at 13:30 in Duckering Hall.

Voting opens at 16:15 on Friday 28th March and closes at 16:15 on Friday 4th April.

Make sure you have your say!

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

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

Date	Spring Term Events	Meetings Tues or Thurs 16:20	Meetings Other	External Meetings
Week 27			SSMM this week	
24th March				
25th March	Targeted Parents Evening 15:30-20:30			
26th March				
27th March				
28th March	Foundation to L3 offers finalised			
Week 28				
31st March	Foundation student references open			
1st April			Govs 10:45	
2nd April			RCU	
3rd April				
4th April	2A Founder's Day/Leavers Festival (all students off timetable from 12:15) Spring Term Ends			
	EASTER HOLIDAYS			
Week 29				
21st April	BANK HOLIDAY			
22nd April	Summer Term begins Residential Trips Embargo to week 37			S7 C&Q/S& Stf Dev
23rd April	Next Steps: Higher Education (online)		RCU	
24th April				
25th April				

Curriculum Planning	Quality Assurance
<p style="text-align: center;">March</p> <ul style="list-style-type: none"> • Targeted Parents Evening • Indicative numbers from interviewing • 2A set planning • Key assessments • Exam timetable distribution • Subject Progress Review • Staff appointments 	<p style="text-align: center;">March</p> <ul style="list-style-type: none"> • Student and staff surveys on MyProgress • Lesson Observations continue
<p style="text-align: center;">April</p> <ul style="list-style-type: none"> • Deployment and Curriculum planning • Budget planning • Exam timetable distribution on MyProgress 	<p style="text-align: center;">April</p> <ul style="list-style-type: none"> • Course Review Panels held (and Adult Education) • End of course evaluations (and Adult Education) • Lesson Observations continue

4th APRIL

JOIN US TO CELEBRATE!

COLLYERS FOUNDERS DAY

LEAVERS

Festival

12:15 - 15:15

SPORTS HALL/ CAFE/CANTEEN/DUCKERING HALL
FESTIVAL OPEN FOR SECOND YEARS ONLY, 1ST AND
2ND YEARS WILL BE OFF THEIR SCHEDULED
TIMETABLES FROM 12:15.

- STUDENT BANDS
- FOOD VANS/ ICE CREAM TRUCK
- INFLATABLES AND GAMES
- PHOTOBOOTH – FREE PRINTS
 - ART EXHIBITION
- FOUNDERS CELEBRATION
- PERFORMANCE AWARDS, AND MUCH MORE!



Contact Us for More Information: [@COLLYERSRCU](https://www.instagram.com/collyersrcu)

Arrangements for the Worthing bus
on the last day of term: 4th April

Friday 4th April is Founder's Day &
Leaver's Festival (12:15-15:15) for 2A
students.

**ALL students (1A, 2A and Foundation) will
be on study leave from 12:15.**



The Worthing bus will leave Collyer's
at the usual time. All students who
take the bus are welcome to use the
library for independent study during
the afternoon.





Registered Pro Study

is **suspended** on this date at these times



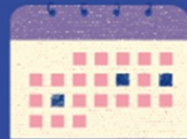
Due to Founder's Day



There is no Registered Pro Study

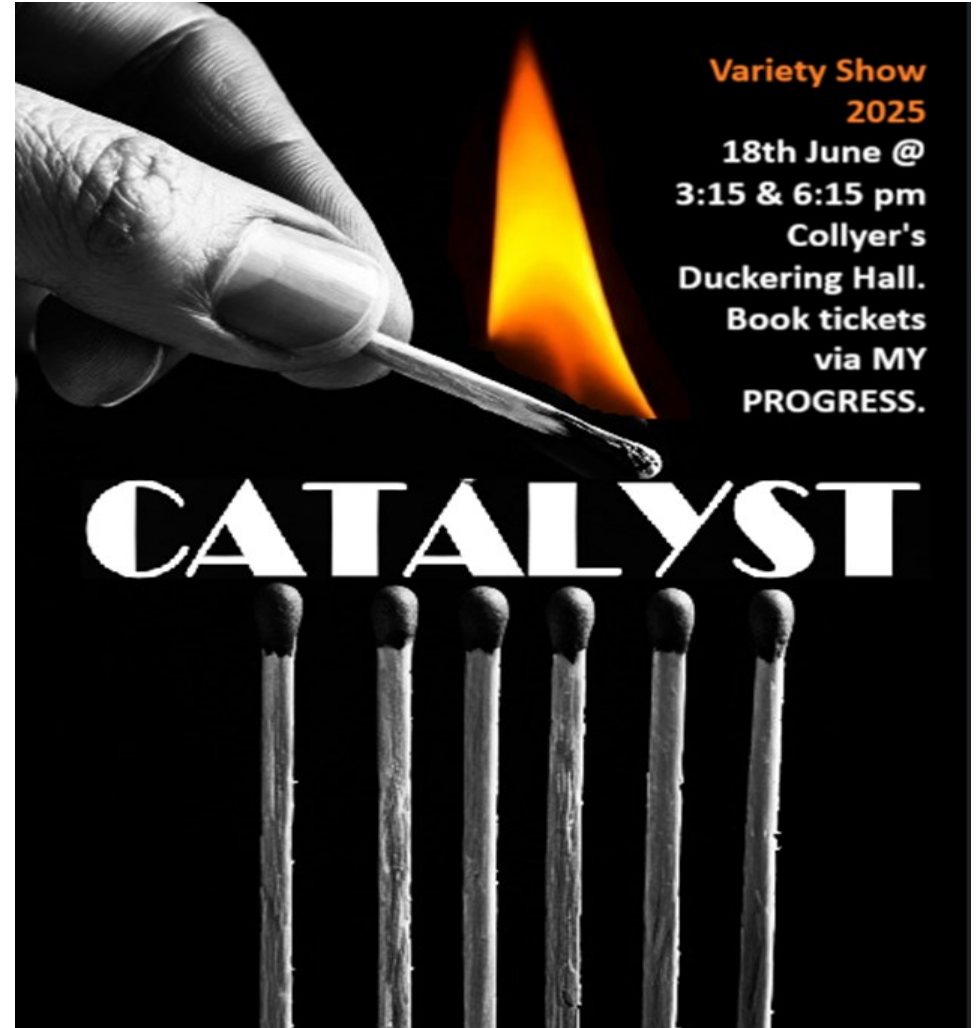
Friday 4th April

at 2:05pm OR 3:10pm



It will resume on
Tuesday 22nd April

The Main Library will be open on all three floors, please enter in silence. If you have trouble finding a study space, please ask staff as we have laptops to loan



Variety Show
2025

18th June @
3:15 & 6:15 pm

Collyer's
Duckering Hall.

Book tickets
via MY

PROGRESS.

CATALYST

"Catalyst" – Collyer's Variety Show 2025

Auditions are now open for those who would like to participate. We are looking for singers, musicians, dancers and actors - anyone who has 1-3 minutes worth of performance they want to share. All you need to do is sign up to "Variety Show" enrichment when you come back after Easter. Or email nk@collyers.ac.uk for more information.

ONLINE NEXT STEPS HIGHER EDUCATION EVENING

Wednesday 23rd April 6.30pm – 8.30pm.

Online live Event.

Recorded event available.

Sign up on My Progress, this will go towards enrichment hours.

**Thinking about life after Collyer's?
Considering University?**

- The application process.
- Personal Statements.
- Loans and finance.
- What happens at Collyer's and how we can help?
- What to do next?
- The timeline and deadlines?
- Are your parents asking what happens next?

All the information you need to make a successful HE application.

Guest speakers from a range of local universities.

Book your tickets for the Higher Education Evening on My Progress
Shop > Enrichment Events



WE ARE OPEN ON:

MON 7TH APRIL

TUES 8TH APRIL

WEDS 9TH APRIL

THURS 10TH APRIL

FRI 11TH APRIL

(8:30-4)

MON 14TH APRIL

TUES 15TH APRIL

WEDS 16TH APRIL

THURS 17TH APRIL

WE ARE CLOSED ON:
GOOD FRIDAY 18TH
EASTER MONDAY 21ST

PLEASE REMEMBER TO WEAR YOUR ID AND LANYARD

LIBRARY@COLLYERS.AC.UK



GREEN WEEK

24th - 28th March 2025

Show your support for the planet!



**CLIMATE
SHAREPOINT**





GREEN WEEK EVENTS

Monday

Circular Economy talk: Monday 24th March, 9:45 – 12:15
Lecture Theatre

Talk to Ned New: Knepp Wilding in the cafe, 10:50 – 14:05



Tuesday

Horsham Wildways – 'An Urban Nature Recovery Network' in the cafe, 10:50 – 14:05

Fashion Fictions by Amy Holroyd Twigger 16.15 – 17:15
Lecture Theatre

Wednesday

Horsham Wildways – 'An Urban Nature Recovery Network' in the cafe, 10:50 – 14:05

Sussex Green Living: Climate Fresk game in the cafe, 10.50 – 14:05

The Truth in 10 talk by Versha Jones 15:10 – 16:10
Lecture Theatre

Thursday

West Sussex County Council: Reducing food waste launch in the cafe, 10:50 – 14:05

Why we all need a Sustainability Mindset talk by Jurgen Adam 16:15 – 17:15
Lecture Theatre

Friday

Collyer's Repair Shop in the cafe

Kirsty Brown talk: Dipak Sarker (University of Brighton): Sustainable design and reducing climate change 12.15 – 13:15
Lecture Theatre

BOOK ON TO TALKS THROUGH MY PROGRESS

Styled and Saved - NEWS...

We are now open every Wednesday, in G003.

15:10 – 16:00

ALSO see us the next 3 weeks,

In Duckering Café from

13:20 – 14:00



FINANCE

Finance Office (A103) open daily, 10:45-13:45

For card or cash payments made via the office, your MyProgress account will be updated at the same time.

Online payments are the preferred method:

- Include your SY number as the reference.
- Allow one business day for the payment to appear on your MyProgress account.
- Payments made on Fridays, will be updated on MyProgress the following Monday.

2025 Award Schemes

Helena Kennedy Foundation Higher Education Award



- The **HKF HE Award** offers support to final year students who are aiming to start a first-time programme of higher education in the autumn at a UK higher education institution and **can demonstrate:**
- they face **severe financial hardship** which will make their progression to higher education difficult
- they have **overcome significant barriers** to complete their further education

Each year the Foundation receives applications from many more students than they are able to support. You should only apply if you are facing severe financial hardship which will make your progression to higher education difficult.

Successful applicants of the award are offered:


- **Financial support**, usually in the form of a **£2,250 bursary** provided in instalments during your time in higher education.
- **Personal support** by having ongoing contact with the Foundation and the opportunity to take part in the Foundation's training, mentoring and work-shadowing programmes.

For more information visit HKF website:

[2025 HE Bursary applications are now open! - Helena Kennedy Foundation](#)


If you are interested in applying, take the eligibility quiz on the HKF website. Contact Student Services for guidance and referee assistance.

Applications must be processed well in advance of the HKF deadline of 8 May 2025.



MALE PRAYER ROOM

**During Ramadan
Mon – Fri
lunch times only**



FEMALE PRAYER ROOM

Room B217
1.20-2pm

Room P005
1.20-2pm

B217 is to be used by both males and females all other times

Please note: Use of both prayer spaces are available to students of all faiths.

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

WE ALL RESPECT YOUR



CELEBRATE DIVERSITY

EQUALITY, DIVERSITY & INCLUSION
COLLYER'S
Founded in 1532

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.

SPORTS NEWS

Netball 1's played Godalming 1's at home in the Surrey League and won 52-14

Men's Rugby played Gordon's School at home in the Surrey League and won 29-19



Safeguarding our students - how we can help

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



Students, Staff and Visitors

Keep everyone safe by having your college ID visible at all times



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

Safeguarding information and advice at Collyer's

If you are concerned about yourself or someone you know, the **Student Safeguarding SharePoint** has all the information and advice you need to access support both within college and externally. Just follow this link: <https://collyer82.sharepoint.com/sites/StudentSafeguarding>

If you have an **immediate safeguarding concern** about yourself or another, please go to the **Safeguarding team in the Student Services Office - B002.**