

Tolworth Girls' School & Sixth Form

Tala Close, Surbiton, Surrey KT6 7EY

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28 August 2020

Dear Students, Parents/Carers

Year 12 Enrolment - Wednesday 2 September 2020

I am writing to you to confirm details regarding the start of term arrangements for all prospective Tolworth Girls' School & Sixth Form Year 12 students.

All students wishing to take a place in Year 12 must complete the enrolment process on **Wednesday 2 September 2020**.

All enrolling students should arrive at the main reception entrance, wash their hands and use alcohol sanitiser before entering the school. Please can all students also wear a face covering at times when they are unable to socially distance from others.

We would ask you to attend at the appropriate time slot listed below, according to the first letter of your surname:

9.45am to 10.45am	A - G
11.15am to 12.15pm	H - P
1.00pm to 2.00pm	Q - Z

To enable you to enrol you must bring the following items with you:

1. The fully completed enrolment form
2. A photocopy of all your results
3. Proof of identification, i.e. passport or birth certificate

Following a discussion with a member of the Sixth Form team, and taking into consideration your examination results, your chosen programme of study will be confirmed.

Please note that a £100 Administration Charge & Common Room subscription, payable each year (non-refundable), from every student is required. The payment for this can be paid through ParentPay.

All Year 12 students must attend the Sixth Form on **Monday 7 September 2020 at 8.45am** for an orientation and a planning day. All new students to Tolworth Girls' School & Sixth Form may have a short diagnostic test from 12 noon. The day is scheduled to end at approximately 1.00pm.

Please note **all students** are expected in school on **Monday 14 September 2020 at 8.30am** for the first full day.

Students will be issued with a Bursary Fund Information sheet and application form on enrolment day. The deadline for these application forms is **Friday 25 September 2020**.

I look forward to welcoming you to our Sixth Form on Wednesday 2 September 2020.

Yours faithfully

Mr O Rhead
Director of Sixth Form



INVESTOR IN PEOPLE

