

September 2022

Dear Parents and Carers,

Invitation to Year 12 Parents and Carers Welcome Evening

We are very pleased to invite you to join our welcome presentation for parents and carers on **Tuesday 27 September** at New College Doncaster. The presentation will be delivered twice, so please arrive either for the presentation which starts at **5.30pm** or for the presentation starting at **6.30pm**.

The presentation from senior leaders will introduce you to the college's approach to teaching, learning and assessment, the support we provide for students, will introduce some key people, and will outline some of the important elements of our culture and systems. Parents and carers will also be welcome to ask any questions they may have about New College Doncaster at the end of the presentation.

Introducing Cedar – Our Online Portal for Parents

Cedar is an online portal accessible to teachers, students, parents and carers and you will find this invaluable over the next two years, helping you to check how things are going at college, and getting in touch with teachers and Progress Tutors directly if you would like to. We strongly encourage parents to regularly log into this system.

You can access Cedar by visiting <http://cedar.ncdoncaster.ac.uk/>. This web-based portal allows you to see:

- Real-time information about a student's attendance and punctuality.
- Details of how a student has performed in each of their formal assessments or mock exams and how this compares with their minimum target grades.
- A record of a student's pastoral log, which includes commendations – praise and celebration when things are going well. The pastoral log also details any extra help, support or guidance provided to students, and information about any concerns and actions taken to address them.

We have prepared a short video which introduces you to some of the key features which you can access using the link or QR code below:

<https://vimeo.com/250277026/c94b7bdab5>



Setting up your Parental Cedar Account

To set up your parental account please follow the link or QR code below.

<https://cedar.ncdoncaster.ac.uk/auth/account/create>



The email address used to create your account must be the same parental email address we have for you in our records – this will usually be the parental email address included in the student’s original application. You will also need the student’s reference number which starts with D000 and is printed on every student’s college ID card. If the email address and student reference match our records, an email will be sent to you with a link to finalise creating your account by setting a password.

If you are having difficulties, in the first instance it would be a good idea for the student to log into Cedar to check that the name of their next of kin / contacts and their email addresses recorded in the system are correct. Students can update this information by completing a change of details form at college reception. Please note that for security and safeguarding purposes, a student can only request to update their details in person, it is not possible for a parent or carer to request this over the telephone or via email.

Student Bursary Fund

I would like to draw your attention to the student bursary fund. If your total household income is £30,000 or below, you may be eligible for a college bursary to assist with access to IT, assisting with transport to and from college, and costs associated with college materials etc.

More information can be found on the college website <https://ncdoncaster.ac.uk/supporting-you-financially/>

Parental Privacy Notice

New Collaborative Learning Trust processes parent/carers data for the purposes of protecting the vital interests of our students. For more information about how we use your data, please see our Parent/Carer Privacy Notice on our website: <https://nclt.ac.uk/policy-documents/>

Yours sincerely

A handwritten signature in black ink, appearing to read 'B Fletcher', written over a horizontal line.

Brendon Fletcher
Principal