



# CHATHAM & CLARENDON GRAMMAR SCHOOL

April 2026

Dear Parents, Guardians and Students

From **Monday 22<sup>nd</sup> of June to Friday 26<sup>th</sup> of June**, we are holding the Chatham & Clarendon Sixth Form Induction Week. This is an ideal time to discover the countless opportunities available to **ALL students** who choose to study with us.

During Induction Week:

- Taster lessons are available for students to attend (whether or not they have at this stage opted for a particular subject). This is to help students be certain that they are happy with the subjects they have chosen, or to seek guidance on whether changing one's options is a sound move. Taster sessions will run all day from 8:40 until 15:15.
- Information and a timetable will be placed on the sixth form page of the school website under the **About Us** section nearer the time.
- Talks from world-class Russell-Group universities about planning routes into Higher Education.
- ***Of particular note:*** A trip to the University of Kent in Canterbury takes place on **Wednesday 24<sup>th</sup> June**. The trip will involve a tour of the university, an introductory session plus a subject specific taster. Students will get free time on campus for lunch (they can either bring their own lunch or purchase food from the campus cafes/shops). This is an excellent opportunity to find out more about university life as well as get to know other students in the sixth form and key members of staff.

In previous years, the induction trips have proved very popular, and feedback from students about the value of the day is very positive. **IT IS HIGHLY RECOMMENDED FOR ALL**. Not least, as it is a perfect opportunity to talk to teachers or other students to be sure that Sixth Form is for them. Naturally, the limited places are given on a first come first served basis, and the cost of the day is £11.50. After payment has been made online consent/medical data form will be sent closer to the trip date. Please see info at the end of the letter regarding the schools Charging and Remissions policy. Payment should be made through the School Gateway.

Coaches will leave at 9:30 from Government Acre on the Royal Esplanade (closest to Grange Road). See map if not sure and should return for approximately 15:00.

<https://www.bing.com/maps?q=royal+esplanade+ramsgate&FORM=HDRSC7&cp=51.327773~1.408911&lvl=17.0>

- Throughout the week, Sixth Form staff will be available to talk about options, careers, courses, or to answer other question.

Chatham Site ~ Deputy Headteacher (Lower School): Mr C R Goodwin ~ Chatham Street, Ramsgate, Kent. CT11 7PS Tel: 01843 591074/5 email: loweroffice@ccgrammarschool.co.uk  
Clarendon Site ~ Deputy Headteacher: Mrs K D Parkins ~ Clarendon Gardens, Ramsgate, Kent. CT11 9BB Tel: 01843 591074/5 email: upperoffice@ccgrammarschool.co.uk  
CCVI Centre ~ Head of 6<sup>th</sup> Form: Mr C R Lewis ~ Cavendish Street, Ramsgate, Kent. CT11 9AL Tel: 01843 591074/5 email: ccvioffice@ccgrammarschool.co.uk

Registered Office: Chatham Street, Ramsgate, Kent. CT11 7PS Company Registration Number: 07455452 Registered in England and Wales

Headteacher: Mrs D J Liddicoat

[www.ccgrammarschool.co.uk](http://www.ccgrammarschool.co.uk)

I am mindful of the fact that not all learners will be able to attend the whole week owing to other commitments – such as sitting an exam or attending a function at one's old school. With this being the case, I have tailored the week in such a way that late comers can still get the key pieces of information and help that they need. I would urge everyone though, to make every effort to attend as much of the Induction Week as possible.

**Monday's session will start at 10.10am in the Chatham House Assembly Hall, Chatham Street CT11 7PS.** (At 9am students already attending CCGS will have handed in their textbooks etc. as per the instructions issued when they arrive in the morning at the Clarendon House site). Those students beginning their attendance on **other days** should also report to **Chatham House Assembly Hall at 8.40am.**

#### **Equipment and dress code**

Please bring A4 paper, pen and pencil. Cash/Card payment for meals if required – (available on both main school sites and in the Sixth Form Centre.)

**Wednesday:** Packed lunch or money for food.

Although we have a dress code in the Sixth Form, we do not expect you to wear it during the Induction week. However, please dress smart casual and **don't wear short shorts, cropped tops etc**

We very much look forward to seeing you and are sure that you will find it an enjoyable, interesting and rewarding experience.

Please feel free to contact me with any queries in the coming weeks should the need arise.

Yours faithfully



Craig Lewis,  
Head of Sixth Form.

**NB: The attached online reply sheet below should be completed by all students – including those not able to attend.**

#### **[Chatham and Clarendon Sixth Form Induction Week – Fill out form](#)**

**Those who neither return a reply sheet, nor attend those parts of the Induction Week that they are able to, are likely to be considered as no longer wanting to join our sixth form.**

Under the School's Charging and Remissions Policy this trip is offered with a request for a voluntary contribution of £11.50

A non-refundable deposit of £11.50 is requested to secure a place until all places are full.

Our preferred method of payment is through School Gateway School Gateway Login

We do not wish any family to feel that their son or daughter cannot attend on account of financial difficulty and if there is any reason why the full cost of the trip cannot be met, you should write to either the Head Teacher,

Debra Liddicoat dliddicoat@ccgrammarschool.co.uk , Assistant Head Teacher, Tom Richford trichford@ccgrammarschool.co.uk or the Finance Manager Sue Fenton sfenton@ccgrammarschool.co.uk . If you would like more information, please refer to the School's Charging and Remissions Policy, which can be found on the link below. CCGS Charging & Remissions Policy

For curriculum essential school trips, no pupil will be discriminated against on the grounds of inability to pay, but the school reserves the right to cancel this activity if sufficient funds are not raised by voluntary contributions.

In the unlikely event of an unforeseen incident occurring during the event, which results in the activity time being shortened, the school accepts no liability.

The school accepts no liability for any personal property lost, stolen or damaged.

Please be aware that the school reserves the right to revoke a trip invitation for pupils who fail to meet the expectations of the Positive Behaviour Policy in the period leading up to the trip CCGS Positive Behaviour Policy