



1st April 2021
RHW/vcm/IDBadges

Dear Parents and Carers

Sixth Form ID Badges

After the Easter break, we are delighted to be able to issue Student ID badges to all our Sixth Form Students. This means it will be safer and faster for our students to sign in and out and will allow them to enter the gates without having to wait. It will also afford us safer, more efficient fire drills.

We are asking your support in reinforcing the message we will be passing on at school: it will be school policy to wear your badge at all times on school premises and to 'tap in' on arrival and 'tap out' on exit. There are points in the Atrium, the Sixth Form Corridor and the Study Centre, G182. It is vital that the students remember to sign in and out at the start and end of their days, so our emergency evacuation information is accurate.

It is important that students keep their badges safe, as they are a method of ID. For a lost badge and lanyard, we will be obliged to charge £5 to replace them. We also would advise packing them safely away after signing out following the last lesson of the day, so names are not visible outside of school.

We hope our students will enjoy the increased independence this new measure will bring, similar in practice to many colleges and businesses, and that students and parents will appreciate the more efficient evacuation procedures they will allow. If you do have any questions regarding this, in the first instance please contact Miss Chamberlin-Medd via email at vchamberlin-medd@stjohns.excalibur.org.uk.

Yours faithfully

Mrs R Haig-Williams

Assistant Vice Principal & Director of Sixth Form

