



St Luke's Science and Sports College

A Church of England (VC) School founded in 1873

Harts Lane

Exeter

EX1 3RD

Tel: 01392 204600

e-mail: office@st-lukes.devon.sch.uk

web site: www.st-lukes.devon.sch.uk

Principal: Dave Holt



Dear Parent/Carer

Science

RE: Virtual Learning Environment (VLE) and Curriculum Enrichment Week (CEW)



Over the past few months we have been working on our new VLE which can be accessed via the College's website. A **Virtual Learning Environment (VLE)** is a system for delivering learning materials to students via the web. These systems include assessment, student tracking, collaboration and communication tools. We hope that this fantastic resource will give you as parents more information about your child's progress whilst also keeping you up to date with our subjects, events and activities.

In order to access the VLE, every student has been given a username and password that is unique to them. They have also been given the opportunity to practise using the system via their ICT lessons. As parents you can also log in to the VLE using the email address that you have submitted to the school for communication purposes. If you have not provided us with an email then please do not hesitate to do so via our office@st-lukes.devon.sch.uk email address. We can then update our records and ensure you have access to the VLE system. In order to log in, simply click on the VLE tab which is at the bottom of our college website. If you are logging in for the first time then click on the button which reads, 'logging in for the first time' and follow the simple instructions.



We are delighted to announce that all of our scheduled Curriculum Enrichment Week activities for 2015 are now live on our VLE. I encourage you all to take the opportunity to have a look at these over the next week and select your son/daughters options so that we can secure places for them on their favourite activities. You can log in to this section using the student log in your son/daughter currently has or your own parent log in if you have set this up.



We will keep the options process live on the VLE until Friday 14th November with activities being confirmed to students by Friday 21st November. Parents/Carers will then be asked to pay the required deposit by Friday 5th December in order to finally secure the place allocated. Students are asked to place the deposit in the black post box in the Key Stage office. The deposit should be placed in a sealed envelope which is clearly marked with the student's name, tutor group and selected activity. The following table indicates the payment dates for the remainder of the academic year:



Choices Made by Students using the VLE	Friday 14th November 2014
Confirmation of Activity to Students	Friday 21 st November 2014
Deposit Paid	Friday 5 th December 2014
1 st Instalment Deadline	Monday 2nd February 2015
2 nd Instalment Deadline	Monday 16 th March 2015
3 rd Instalment Deadline	Monday 27th April 2015
Final Instalment Deadline	Monday 25 th May 2015
Curriculum Enrichment Week	13 th – 17th July 2015

I hope the information above is useful to you and I ask that you encourage all of our students to select an option for CEW which is such a valuable and enjoyable aspect of our College Curriculum.

Yours sincerely



Miss Sherwood
Deputy Principal