



September 2025

Dear Parent/Carer,

We are delighted that your child has decided to commence or continue their Apprenticeship with us and I want to take the opportunity to welcome you to the new academic year and the college. We know that to better enable you to support your child whilst working and studying at college, it is essential to keep you informed of their progress as well as ensure you are aware of all the services available to support their continued success. At present a comprehensive induction is underway to equip your child with the information they need to navigate college and their apprenticeship. This will include clear messages regarding the importance of wearing ID badges whilst on the college site; this is an integral part of ensuring student safety and security. Failure to provide the badge your child has been issued with will result in them purchasing another one (at a cost of £5.00), which we will require parents to pay for if your child is not able to.

We want you to be aware of just some of the services available to ensure all apprentices are supported whilst at college, including: -

- **Learning Support** - who can assist with support both inside and outside the classroom, please contact learningsupport@wvr.ac.uk
- **Safeguarding & Wellbeing** - who can support with a range of issues including mental health, please contact safeguarding@wvr.ac.uk

Apprentices have a dedicated Progress Coach who provides pastoral support and the necessary information and advice to help them access the services and support available at college, as well as undertaking 1:1s. Please report all absences to the Progress Coach, Clare Litherland on 07866987166 or email clitherland@wvr.ac.uk

We are committed to ensuring that each of our apprentices are aware of how to keep themselves safe online and have provided guidance for you also on our college website [Parents and carers | CEOP Education](#) and [Keeping children safe online | NSPCC](#). I have also included a link raising awareness around Sexually Coerced Extortion also known as Sextortion, which is a growing concern nationally. [Click here to find out more.](#)

We hope everyone feels they have made the right choice about their apprenticeship, but we understand that sometimes these decisions change. We have specialist advisors and a dedicated Careers team to answer any questions and discuss alternative programmes. Please contact careers@wvr.ac.uk

The college recognises and values the role you play in ensuring our apprentices attend, achieve and progress, this is reflected in our outstanding achievement rates and the success of our apprentices accessing sustained employment. As part of our commitment to you and our expectations of your commitment to us, I include a copy of our **Parent Charter** [Parent Charter 2025 - 2026](#)

Yours faithfully

Laura Williams

Director of Student Support & Inclusion

(Designated Safeguarding & Prevent Lead & Senior Mental Health Lead)