



EMMANUEL COLLEGE  
*Emmanuel Schools Foundation*

24 March 2023

Dear [RecipientTitle] [RecipientSurname]

As we approach the end of the second term it is now an ideal time for students to take stock of their progress throughout this year. Academically, this comes through the various channels of communication that occur throughout the year however, what is less often considered are the various ways that students are engaging with the wider life of College and beyond.

At Emmanuel College we would like to encourage the holistic character development of students as they progress through the years, much of which comes through co-curricular enrichment. To both inspire and recognise this, we have the **'50 Things To Do Before You Leave Emmanuel College'** tick list which can be found on pages 33 - 35 of [Student Study Files](#). For Years 7 - 11 there are 10 things to tick off (in no particular order) - many of which students will have already completed and a few of which can only be completed at the end of the year. We would, therefore, like students to provide evidence of the things they have complete on the list (e.g. a signature from a relevant person). Once a certain number of items have been ticked off (Bronze - 5 / Silver – 8 / Gold - 10), they should show this to Tutors so that they can receive a certificate.

This communication is intended to raise awareness of the award and to ask for your support and encouragement to help [StudentForename] work [his/her] way through the list. We hope that with this email and through reminders on Good Morning Emmanuel, we will be able to award many deserving students their certificates over the next few weeks.

Yours sincerely

Mr K Primrose  
**Character Education Lead**