

30th September 2021

Dear Parents and Carers,

Firstly, we want to thank our Year 12 students, parents and carers for your patience whilst we faced staff absence within the sixth form leadership team at the beginning of term. We hope this letter provides a useful update about a number of important issues regarding our Year 12 students this term.

Attendance and private study

Year 12 have settled into life in the sixth form well and found routines around private study; this is great to see. We are aware that there have been some issues around access to laptops and printing in the sixth form centre and our IT technicians are working to resolve this as soon as possible.

We would like to remind students, parents and carers of the importance of full attendance. Consistent high levels of attendance and excellent punctuality are characteristics of students who achieve above or in-line with their potential. Research shows that poor attendance and punctuality have a serious and detrimental effect on outcomes. Attendance falling below 95% has been shown to result in an average reduction of one grade at A level per subject and this increases to two grades when attendance falls below 90%. Our attendance target is set at an aspirational level of 97% to ensure the best possible outcomes for our students. Attendance to all lessons is compulsory, as is scanning in and out of school with students' lanyard card on entry and exit once lanyards are issued.

If students have a genuine reason for absence, they or a parent should contact Bev Moore in the sixth form office on 01604 679594 before 8.30am to let the school know the reason for absence. Unexplained absence will be followed up by Bev Moore, the mentor, Head of Year and/or Director of Sixth Form. Students should make every effort to book driving lessons and medical/dental appointments outside of lesson times. Please let Bev Moore know in advance of any appointments, so that she can prepare a pass for the student to be allowed to leave the school site.

Assessments and Learning Indicators

Year 12 will have their first in-class assessment week during the week commencing 18th October 2021. Assessment weeks give staff an opportunity to identify the best ways to support our students to optimise their progress. The assessments also allow our students to regularly practise their revision and examination techniques ahead their final exams at the end of Year 13. Following the marking of the assessments, results will be uploaded to Edulink in mid-November; we will share further details when we return from the October half term holiday about the data being shared.

Opportunities

Alongside the enrichment activities Year 12 students have selected, there are lots of other opportunities to develop beyond the curriculum, whether that be through attending sports or performing arts clubs, our diversity and unity groups, helping with charity events or by joining our student-led societies. Details of available opportunities will be shared by our student leaders once these activities are all underway. Getting involved in



these sorts of activities not only enriches our students' experience, but also contributes to their employability skills and enhances post-18 applications. We are reminding students to check their emails daily to ensure they don't miss out on any important information or opportunities, such as the '[Realising Opportunities](#)' scheme shared by Mrs Loughney this week.

Lockers

We are looking to issue lockers within the sixth form building to those students who would like somewhere to store their belongings during the school day. Should your child wish to be allocated a locker, please pay a non-refundable fee of £5 into your Parent Pay account by Wednesday 6th October. We will then allocate lockers as soon as possible thereafter.

Support

Students have a range of ways of accessing support in school, should they need it. Form tutors are the initial point of contact for all students and will be able to direct students to the most appropriate member of staff. We also have access to an in-school counselling service through The Lowdown and Mrs Nicholson, our Senior Tutor responsible for wellbeing, has invited all students to join our Mental Health and Wellbeing Google Classroom. Through this, she shares a wealth of resources to support student's wellbeing and hosts live 'Google Meet' sessions on particular topics each 'Wellbeing Wednesday'.

We hope this letter has provided a useful update. Please do not hesitate to get in touch if you have any questions or concerns.

Yours sincerely,



Mrs Claire Green
Director of Sixth Form



Mrs K Loughney
Head of Year 12

