



Letter No: 01/2021

2nd September 2021

t: 01727 799560

admin@sandringham.herts.sch.uk

www.sandringham.herts.sch.uk

Dear Parent/Carer,

Year 13 Introduction and Expectations

As the students start their last year of education here at Sandringham School, I thought that this would be a good opportunity to outline our expectations of students in Year 13 as they approach this very important final part of their school career. I will maintain an overview of all academic studies, futures applications and other activities, which are all critical to students in Year 13. In addition, I will be overseeing the performance of students in Year 13, tracking their progress throughout the year.

The following list outlines the expectations and procedures:

- Students should attend form times (8.30-8.45am) on the days where they have been allocated (three form times). This is very important as we seek to communicate with them individually about their university applications / future pathways in coming weeks and also engage them in activities to prepare them for life beyond school.
- All students have one compulsory lesson of 'Personal Development' on Thursday, session 2 (9.50am). This involves many supportive activities and external speakers to prepare them for different aspects of life, including future careers, skills for life away from home and personal wellbeing.
- It goes without saying, that we expect full attendance at all lessons and we will contact home immediately if an unauthorised absence is recorded. Therefore, please continue to use the absence line (01727 799564) to record authorised absences. A parent/carers must call the absence line, not a student.
- Students will have some allocated supervised study sessions on site and must attend these. They can also elect to stay in school for more sessions if they wish to.
- There is an expectation that students do not arrange any other specific activities during the school day (8.30am-3.00pm), this is because we will call students in during occasional study sessions to support them, or we may timetable regular on-site study sessions in place for some students who are not meeting expectations.

We will be holding a Year 13 Parent Information Evening on Wednesday 22nd September (6.30pm) where the whole year will be fully explained.



We will continue to support students fully, both within their subject areas, and through their form tutors and the Sixth Form team. Students will be regularly monitored through tracking reports and there is a Parent Teacher Consultation Evening in January.

I look forward to working with Year 13 in the year ahead and we will continue to support their next steps at this very exciting and important time.

Please do not hesitate to contact your son/daughter's form tutor, or myself, if you have any queries or concerns.

Yours sincerely,

Katrina Clark
Performance Director: Year 13