



Sandringham School

'Everybody can be Somebody'



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Headteacher: **Alan Gray, M.Sc., F.R.**

Deputy Headteacher: **Caroline Creaby, BA, M.Ed., E**

Deputy Headteacher: **Mark Nicholls, BA (H**

Letter No: 01/2022

2nd September 2022

Dear Parent/Carers,

Year 12 Introduction and Expectations

I am writing to introduce myself as the Performance Director for Year 12. My role is to work with the students; supporting them to get the best out of their studies and to have a positive experience at Sandringham Sixth Form. I am really looking forward to working with students as they take the next step on their academic journey.

My belief is that with a successful line of communication between home and school, students thrive in a supportive and focussed environment. I would like to take this opportunity at the start of the year to outline our expectations of students in Year 12:

- All students are required to study for a minimum of 3 A-level qualifications or Level 3 courses.
- Students are required to attend all form time (registration) sessions Monday-Wednesday and Friday (**8.30-8.50am**), unless they study at Beaumont or Verulam in their first session. This is very important, as we utilise this time to communicate with them individually about their studies, their wellbeing and we also engage them in activities to prepare them for life beyond school. Students do not have to attend form time on a Thursday.
- All students have one lesson of Personal Development on Thursday session 2. This involves many supportive activities and external speakers to prepare them for different aspects of life.
- It goes without saying that we expect full attendance at all lessons and we will contact home immediately if an unauthorised absence is recorded. If your child will be absent from school due to illness, please ring the absence line (a parent/carer must ring, not the student) 01727 799564.
- Year 12 will stay on site for all study sessions up until lunchtime and will be registered and supervised by a member of staff. Students are allowed to leave the site at 1.15pm if they have no further lessons on a particular day. However, this will be retracted if they are not meeting expectations. They must not book in any other activities during this time, such as driving lessons or part-time work.
- Students are allowed to leave the site for lunch if they wish, but must be back by 2.00pm if they have a lesson in session 5. Starbucks and the kiosk are open for Sixth Form students to purchase food.



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I will maintain an overview of students' performance in Year 12 and monitor their progress. There is a Parent Information Evening at school on Tuesday 13th September at 6.30pm and all information about the Sixth Form is available on the Sandringham School website. Please do not hesitate to contact either your child's form tutor, or myself, if you have any queries or concerns.

Yours sincerely,

Katie Clifford
Performance Director: Year 12