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Letter No: 02/2022

2nd September 2022

Dear Parent/Carer,

Year 13 Introduction and Expectations

As the students begin their last year of education here at Sandringham School, I wanted to take the opportunity to outline our expectations of students in Year 13 as they approach the important, final stages of their school career. As Performance Director, I will continue to lead the students through their final year of study, maintaining an overview of all academic studies and progress, futures applications, pastoral support, and other key activities.

The following list outlines the expectations and procedures:

- Students should attend form times (8.30-8.50am) on the days they have been allocated (three form times). With our extended form time, we will use this time to communicate with students individually about their university applications / future pathways, as well as, supporting study skills and engaging them in activities to prepare them for life beyond school.
- Students continue with Personal Development in Year 13. This lesson is compulsory and students must be prompt for Thursday Session 2 (9.50am). The curriculum supports students' development of PHSE skills. The lessons involve many supportive activities and external speakers to prepare students 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 for 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 feel this would be beneficial for their study routines.
- There is an expectation that students do not arrange any other specific activities during the school day (8.30am-3.05pm). Over the course of the year, we will call students into school during study sessions to offer support, or, for those not meeting expectations, we may timetable regular on-site study sessions.



Looking ahead, we will be holding a Year 13 Parent Information Evening on Tuesday 20th September (6.30pm) where we will share an overview of the year and guidance about supporting your child in sixth form.

We will continue to monitor and support students both within their subject areas and through their form tutors and the Sixth Form team. Students' performance and progress will be regularly monitored through tracking reports and there will be a Parent/Carer Teacher Consultation Evening in November.

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

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

Yours sincerely,

Rachael Potter
Performance Director: Year 13