

Year 12 Information Evening



Sandringham School

'Everybody can be Somebody'

12th September 2023

Overview of this evening

1. Key information about Sixth Form
2. Courses and qualifications
3. Support and monitoring
4. Ethos and Enrichment
5. Contacting us

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1. **Key information about Sixth Form**
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5. Being successful in sixth form

SIXTH FORM TEAM



Miss Pitsillis

Head of Sixth Form



Miss Potter

Performance Director

Year 12



Miss Clifford

Performance Director

Year 13



Mrs Boost

Sixth Form Learning and
Employability Coach



Miss Cooke

Sixth Form
Learning Mentor



Mrs Coombs

Sixth Form
Attendance Officer



Ms Griffiths Plunkett

Sixth Form
Enrichment Tutor



Mrs Grubb

Sixth Form
Manager

Role of Mrs Grubb, Sixth Form Manager

- Manages student enrolment and timetables
- Communicates with families regarding information evenings and key school events
- Sends out all reports and letters
- Supports students with bursary applications
- Organises BSV timetables
- Keeps the Sixth Form running!

Role of Miss Pitsillis, Director of Sixth Form

- Oversee academic performance and pastoral care, including holistic personal development, student wellbeing, behaviour and conduct
- Oversee BSV students and work across the consortium on curriculum
- Management of Sixth Form policies and procedures
- Oversee exams, data and predictions for future pathways
- Deputy Designated Safeguarding Lead

Role of Miss Potter, Performance Director

- Monitor academic performance - contact with subject teachers and KS5 leads
- Supports wellbeing, pastoral needs and personal development
- Ensures meeting expectations of behaviour and conduct
- Close monitoring of attendance and academic progress
- Manages transition in Year 12 - settling, enrichment and subject changes

*Also a Deputy Designated Safeguarding Lead

Role of Mrs Boost, Learning & Employability Coach

- Mentors to support with studies
- Pastoral support for any wellbeing needs
- Future pathway support for apprenticeships and employment
- Supports bursary students

Role of Miss Cooke, Learning Mentor

- Administration and management of study sessions
- Mentors students based on both academic and pastoral needs
- Supports students with SEND or learning needs

Role of Mrs Griffiths-Plunkett, Enrichment Tutor

- Advises you on extra- and super-curricular and enrichment (clubs, societies, volunteering, YE, etc)
- Organises volunteering, student-led societies and work experience
- Supports students making Social Mobility Fund applications

Role of Mrs Coombs, Attendance Officer

- Records absence and attendance
- Alerts or follows-up unauthorised absences with parents/carers
- Monitors the students signing in/out and late book
- Manages students requests for planned absences

Sixth Form Expectations

- Students must attend all day, **8.30-3.05pm every day**.
- Students should attend all lessons and study sessions, even session 5 which will have been allocated as study apart from Fridays, when they can go home
- We will be reviewing this weekly and we anticipate that by half term students will be able to leave at lunch every day should they not have a session 5 lesson
- In study sessions, students must register and work in the assigned room on their timetables - quiet, silent or collaborative study.
- Students have one hour of **Personal Development**, as well as one hour of **Games or Volunteering** on their timetable. Students elected for Games/Volunteering at Induction and this session is compulsory.
- Students may leave site at lunch and do not need to sign in or out (we take another register session 5)
- If students are absent, a parent/carer must call the absence line.

Consorting to Beaumont or Verulam

- Mini-buses run to take students to and from consorting lessons. These minibuses run at break and lunch times.
- If a student has a lesson in Session 1, they should go straight to their consorting lessons.
- The Heads of Sixth Form meet weekly to discuss any 'causes of concern'
- Reports, tracking and monitoring across the three schools are very similar.

Blended Learning

- Sandringham operates a Bring Your Own Device policy, and students are expected to **bring their own laptop** to school everyday.
- Students will use laptops for research, note-taking, extended pieces of work and coursework.
- Students will each have a Google account and full access to Google Drive, Docs, Sheets and Slides.
- Some subjects will require specialist software - Product Design, Media Studies
- Most students opt to type their notes and access resources digitally, but they are still expected to have folders for their work too.

*Bursary students should receive a device in the next week or two.

16-19 Bursary

- Students can apply for a contribution from the bursary fund.
- Students who are eligible will receive stationery and subject resources and equipment.
- Students in receipt of the bursary will also be eligible for a contribution towards compulsory curriculum trips.
- Forms should be submitted by **Friday 15th September.**

Part-Time Work

- We recommend that students undertake no more than 8 hours of paid work per week.
- Students who have worked longer than this previously have found there to be adverse effects on their grades and work

Tutor time

The tutor is the first port of call for the students and for many will be their trusted adult.

- Tutor time is **compulsory** and students must attend **every day**.
- It is a 20 minute session in a morning **(8.30-8.50am)** which includes whole school and year group assemblies and input from the tutor.
- This session is also an important opportunity for tutors to build positive working relationships with the students.
- Tutor time also forms part of the **Personal Development curriculum** at Sandringham.
- Students will complete activities to support skills, positive routines, careers and enrichment.

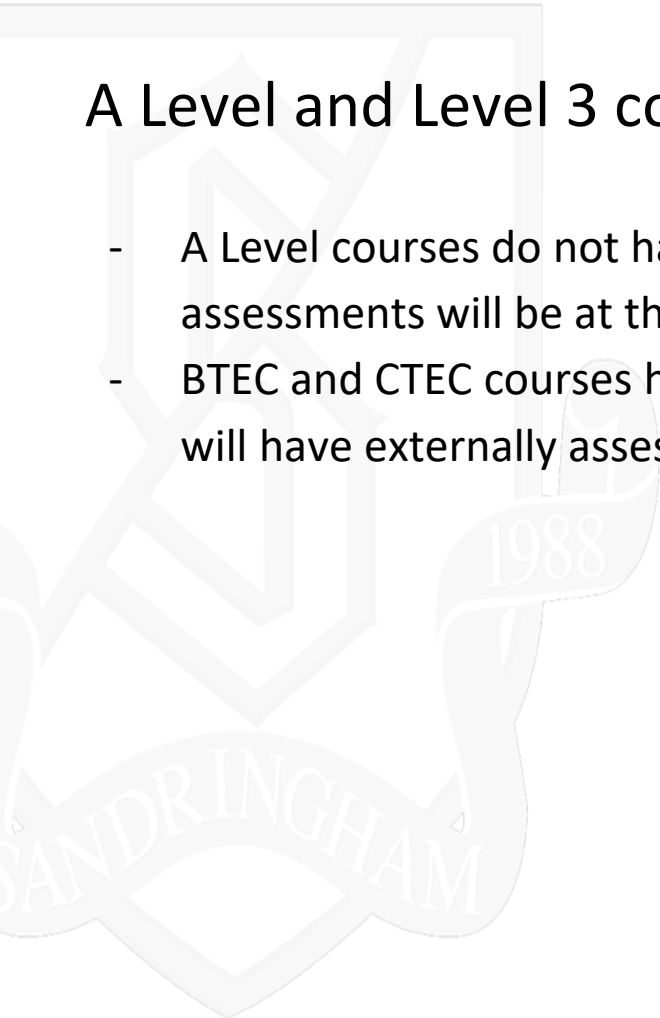
<i>Half Term 1</i>	Critical Thinking
<i>Half Term 2</i>	UniFrog - Careers and Skills
<i>Half Term 3</i>	MOOCs
<i>Half Term 4</i>	A Level Mindset/VESPA
<i>Half Term 5</i>	Revision skills
<i>Half Term 6</i>	UCAS

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A Level and Level 3 courses

- A Level courses do not have AS exams (except for Further Maths), all external exam assessments will be at the end of Year 13.
- BTEC and CTEC courses have continuous assignments for internal assessment. They will have externally assessed exams throughout the two year course.



Changing subject/course

- Students wanting to change subject or drop a course will need this authorised by their Performance Director.
- They will need to complete a request form which must be signed by parents, staff and their Performance Director. I will have a discussion with them about the changes.
- Students will not be able to make any changes after **22nd September**.

Target grades

- Target grades will be issued during the first half term to students, along with an explanation of their meaning and how they are determined.
- They are designed to give students something to aspire towards over the course of their sixth form study.
- Staff use target grades as a way of monitoring progress.
- They are determined using GCSE performance and are set at the 75% percentile, meaning they are aspirational.
- Students are not limited to their target grades.

Transition to Year 13

- There will be threshold exams in all A Level subjects in June 2024. This will run in the second and third week.
- Students need to pass for automatic progression to Year 13.
- BTEC, CTEC and Level 3 courses will have external exams and these will also need a pass.
- Assessment data from the whole year will also be considered to determine whether continuing with the course is the right pathway, or whether an alternative pathway is recommended.

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Monitoring progress

- Subject progress tracking and support
- Mentoring
- Performance Director intervention
- Contact home, meetings with home
- Reports - *attitude, deadlines, current working grades* - will be received in November, January, April and July (Threshold exam results)

Monitoring attendance

- Attendance in every session - tutor time, lessons and study - is monitored closely. 100% attendance is expected from all students.
- Students who have unauthorised absence can expect the sixth form team to follow up with them
- Where there are attendance concerns, the tutor will make contact with home initially, this will be escalated to the Performance Director.

Home contacted by tutor	100% attendance (190 days)	0 days absence
	98% attendance (186 days)	4 days absence
	96% attendance (182 days)	8 days absence
Home contacted by PD or a meeting is called	93% attendance (176 days)	14 days absence
	90% attendance (170 days)	20 days absence
	85% attendance (161 days)	29 days absence

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Sixth Form Champions

Champions of:

- Themselves
- Other students including those lower down the school
- Important social causes e.g. diversity, equity, inclusion, sustainability, global issues, health.

Enrichment opportunities

Enrichment is huge part of the sixth form experience at Sandringham and it encompasses:

- Volunteering - KS3 and Primary School
- Extra- curricular activities
- Super-curricular activities
- Student-led societies
- Student leadership opportunities
- Supporting KS3 clubs and lesson support
- Sports, Arts, Drama clubs
- Careers talks, external speakers

Super-curriculum

We encourage all students to engage with super-curricular activities for each of their subjects - there is a website dedicated to opportunities.

This might include:

- Reading
- Talks/lectures
- Work experience
- The Sandpost
- Societies

THE SANDRINGHAM SUPER CURRICULUM



The Sandringham Super Curriculum

Super curricular activities are those that take your curriculum further. They take the subjects you study in the classroom beyond that which your teacher has taught you or what you've done for home learning. For example, you may go into more depth on something you picked up in the classroom, or learn about a new topic altogether. These activities are in a range of forms: reading, watching videos online, downloading podcasts, attending lectures, visiting museums or entering

Future pathways

We want to encourage students to start thinking about possible pathways, so we will prompt them to start thinking about careers, course requirements and entry requirements.

- Explore opportunities across their subjects
- Seek advice from teachers and sixth form team
- Opt-in for Oxbridge programme
- Support for specific Law, Medicine and Veterinary Science
- Work experience and placements
- Keep up-to-date with the career bulletin

Work experience

- We would strongly encourage all students to secure a work experience placement during Year 12
- There will be a week dedicated to this: 12th- 16th February 2024
- Students are also encouraged to organise placements for the school holidays.
- Often it is best to start looking as soon as possible to secure the best organisations.
- Work experience is critical for Medicine, Veterinary, Healthcare professions and Teaching.

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How students can be successful in sixth form

- Be in school every day
- Be motivated to succeed
- Use study sessions efficiently - self-regulate time and work
- Complete wider reading and research
- Review content and consolidate learning
- Be organised - time, work, homework and part-time work
- Ask for advice and support, then act upon it

How home can support students to be successful

- Support organisation - using time effectively to balance work, homework and enrichment
- Balance in activities with relaxing and socialising
- Liaise with school about any concerns
- Support considering future pathways
- Encourage and help secure work experience and other opportunities

* Please be mindful that there will be periods of stress during sixth form, this is normal and we will work together to support students

Contacting us

12A - rowleya@sandringham.aat.school / webbc@sandringham.aat.school	12J - cavek@sandringham.aat.school
12E - williamsd@sandringham.aat.school	12N - coyh@sandringham.aat.school/ haselerl@sandringham.aat.school
12F - daviesa@sandringham.aat.school	12S - stidevera@sandringham.aat.school
12FA - moussaouin@sandringham.aat.school/ nichollsa@sandringham.aat.school	12SH – frickerk@sandringham.aat.school/ buttons@sandringham.aat.school
12H - baikief@sandringham.aat.school/ meagera@sandringham.aat.school	12T - unsainc@sandringham.aat.school
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