

5th September 2016

Dear Parents/Carers

**Re: Welcome Back to our Year 13 Students**

I am writing personally to welcome your son/daughter back to Sixth Form at the start of this Academic Year. The fact that they are still here means that they successfully completed Year 12. Year 12 would not have been an easy year for students. First of all, the step up from Year 11 into Year 12 is huge and students would have experienced a testing transition period: experiencing independent study time on their timetables, learning how to use this time effectively, balancing their school, work and social life and realising how high the expectations of them are with taking responsibility for their own progress and attainment. On top of this, they also lacked stability in the leadership of Sixth Form which undoubtedly would have had an impact on their motivation and general trust in the school.

It is important for me to assure you that I will do everything I can to support your son/daughter throughout Year 13 until they take their final exams and beyond this when they receive their results and make decisions about their next journey. At times, you may receive letters or phone calls from me or Mrs Aldred to try and get your son/daughter back on track; however I am hoping that all contact I have with you will be to praise the fantastic work they are producing and how much of a role model they have become to the rest of the school.

We will be supporting all job/ apprenticeship / UCAS applications during future option periods on their timetables; just a reminder that the school UCAS deadline is **Thursday 20<sup>th</sup> October**.

May I take this opportunity to remind you of some of the expectations we have of our Sixth Formers:

- Attendance in Sixth Form is a minimum of 95% as written in their contract when they joined us. If your son/ daughter falls below this, then we will inform you. If it does not improve we will ask you in for a meeting and if there is still no improvement, then your son/daughter may be at risk of receiving a formal warning.
- Students who are late twice or more to registration in one week will receive an after school detention.
- In light of trying to ensure that students get the best possible results in their BTEC and A Level courses, they will only be allowed to sign out at break and lunch time and will be required to register with Miss Le Count or Mrs Aldred for p5 study periods. This is non- negotiable and will be classed as truancy if students do not arrive.
- The dress code must be implicitly followed. There has been a dip in students' presentation and smartness. Students who fail to come to school in the expected attire will be sent home to change.

Acting Headteacher: Chris Carter


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I have high expectations of students and I hope that by maintaining my high standards, students will be able to achieve what they are capable of. By getting the basics right, I believe we can build on strong foundations and the rest will follow.

Thank you so much for your support. I look forward to working with you throughout this Academic Year and building strong relationship with you as parents/ carers to ensure that your son/daughter reaches their full potential. Please get in touch if you need any support, guidance or for any general queries.

Yours sincerely

A handwritten signature in black ink, consisting of several loops and a long tail, positioned above the printed name.

**Miss E Le Count**  
**Head of Sixth Form**