



Year 12 Information Evening

September 2022





Our Aim

To help each student to achieve their full potential:

- Qualifications which open doors
- A place at their preferred post-18 institution or employer
- Skills for life



We will...

- Track your son/daughter's academic progress
- Discuss causes for concern from subject teachers and praise successes
- Discuss strategies for support, if required
- Monitor attendance at all lessons and tutorials
- Provide pastoral support and care, when needed
- Communicate with you about your daughter/son's progress and if there are any problems
- Provide guidance about post-18 options
- Provide opportunities for extra-curricular activities





We expect our students to...

- Work hard – to the best of their ability
- Have good attendance and punctuality
- Follow the Sleaford Joint Sixth Form Code of Conduct
- Not to undertake more than 8 hours a week of paid employment
- Talk to us – Tutors, Sixth Form Team, Subject Teachers
- Participate in enrichment activities and the wider life of the school





We would like you to...

- Encourage your daughter/son to achieve their best
- Attend parents' evenings
- Communicate with us – Tutors, Sixth Form Team, Subject Teachers
- Let us know about absences in advance or on the day (letter, phone or e-mail)
- Let us know any issues at home/out of school that may affect your daughter/son in school
- Let us know about any concerns you have about their progress earlier rather than later





The Sixth Form Team

Miss Sarah Chant TBC	Head of Sixth Form Sixth Form Administrator	sarah.chant@kshs.uk
Mr Stone	Sixth Form Tutor 12A	rob.stone@kshs.uk
Mrs Fairhead	Sixth Form Tutor 12F	kerry.fairhead@kshs.uk
Ms Natley/Mrs Renard	Sixth Form Tutor 12L	astrid.Natley@kshs.uk helen.renard@kshs.uk
Mrs Ross	Examinations Officer	School Office
Mrs Bedford	RCT Director of Finance Bursary Advisor	Finance Office KSHS
Mrs Collett	Designated Safeguarding Lead SENCo	Assistant Head Office
Mrs Watts	SEND Manager/Student Support	House/Key Stage Office
Mr Rooney	Enrichment Lead	PE Office – Carre's
Mrs Walker	Careers Lead	D of E Office - KSHS



Sixth Form Attendance

- Morning registration with tutors starts at 8.45am for all students
- 95% attendance is a government expectation
- Below 90% parents/carers will be informed by letter and we may want to discuss this with you.
- Attendance is expected at:
 - Tutor time
 - All lessons
 - Official timetabled supervised study sessions
 - Core/assembly
 - Extended Project Qualification lessons (if selected)
 - Wednesday afternoon Enrichment sessions





Planned Absences

If a student takes time out of school for a medical/dental appointment, university open day, interview, work experience or sport activity which has not been arranged through the school, the student must inform Mrs Harbin on Reception and collect, complete and return an '**Application for Time Out of School**' form.

Requirement for students to get a signature from their teachers (for missing lessons) and a parent/carer.

Holidays – unlikely to be authorised but requires **Leave of Absence Form** (on website) to Headteacher





Unexpected Absences Procedure

- If there is a genuine reason for absence, a parent/carer must inform KSHS Reception before 9am by telephone or use the MCAS app.
- If we have not been given a reason for absence then we will contact the parent/carer to find out if the reason for absence is genuine.
- Students cannot miss lessons for a driving lesson – this would be an unauthorised absence, but students can have absence authorised for a driving test.
- Most references for employers/Higher Education require data about attendance and punctuality. It is, therefore, essential for students to maintain an excellent attendance record.
- An attendance and punctuality check will be made weekly and if this gives us cause for concern, a parent/carer will be informed and it is possible that the Sixth Form Discipline Code will be used.



Dress Code

Smart business wear is required for all Sixth Formers to include a smart formal jacket.

- Smart, formal suit with shirt and tie
- Smart formal jacket, skirt/trousers and blouse/top
- Smart formal jacket and dress
- Smart, formal footwear
- Smart jumper/cardigan under the jacket in colder weather
- Jewellery should be discreet; facial piercings, with the exception of one small nose stud, are not permitted.
- Hair should show no extremes of styles/fashions; if dyed, it should reflect a natural colour. No tattoos should be visible.
- SJSF Lanyard must be worn at all times





Formal Disciplinary Procedure

- **Stage 1.** A verbal warning will be given by Miss Chant, Head of Sixth Form. A letter will be sent home to explain that a verbal warning has been issued.
- **Stage 2.** A written warning will be given by Miss Chant, Head of Sixth Form. A copy of the written warning will be sent home.
- **Stage 3.** A written warning will be given by Mrs Smith, Head of School. A copy of the warning will be sent home.
- **Stage 4.** Headteacher's review. A review of the student's place within the Sixth Form will be conducted. Parents/carers and student will attend review meeting.



Support and Guidance

The Role of the Tutor

First point of contact for parents/carers and students for any concerns arising through school work or any other issues.

Registration every morning with their tutor.

The tutor is the **academic and pastoral mentor** and will monitor attendance and progress. They will be one of the people students can turn to if they needed advice, including career and Higher Education advice.

When termly tracking grades are published, students will meet with their tutor to discuss progress and draw up a plan of action to ensure that they achieve their full academic potential.

Tutors write references



The Independent Learner

- Use supervised study periods wisely: a **minimum** of 15 hours independent work each week outside the taught lessons in class.
- Year 12 have 4 formally registered supervision periods per week
- Students can decide where to work **on-site** in other non-contact periods
- If students are behind, this will be increased as part of their support plan.

“The simple answer is that studying, studying and studying some more is the key to success. You will find that without doing so you will be rather disappointed in your results. In my case it was only by being truly shell-shocked by my Year 12 results that I have got out of the mindset of coasting along”.

In the Sixth Form it is essential that you move away from the idea that ‘homework’, set by the teacher is the only work to be done out of lessons.”

“



Tracking Grades, Reports, Parent Evenings

Tracking grade information will include:

- ALPS Target – based on overall GCSE results
- Effort Grades
- Concern Codes

Dates of issue of Tracking Grades and Reports:

- Tracking 1 Friday 4 November
- Tracking 2 Friday 16 December
- *Parent Evening Wednesday 4 January*
- Tracking 3 Friday 17 March
- Tracking 4 (April examination results) Friday 19 May
- Year 12 Report Friday 9 June
- Tracking 5 (June examination results) Friday 14 July

Dates of Formal Assessments & Internal Exams:

- w/c 7 & 14 November (Formal Assessments)
- w/c 24 April (Internal Exams)
- w/c 26 June (Internal Exams)



Continuation of a Subject into Year 13

- A-levels are now linear (exams at the end of 2 years); no external AS examinations.
- Year 1 content internally examined at the end of Year 12; students must pass to progress to Year 13.
- Students will, wherever possible, continue all subjects/courses through to Year 13.
- Vital that students have selected appropriate subjects for their ability, future career requirements and enjoyment.
- Hard work is essential; building a firm foundation for Year 13.
- Formal Assessments and examinations in Year 12 are part of the formal tracking system.
- BTEC and CTEC courses – students must complete all the required Year 12 units to be able to progress to Year 13 on these courses.



Personal Development Curriculum

V: Vision
E: Effort
S: Systems
P: Practice
A: Attitude

Personal Development including independent study skills, time management, PSHE topics, career guidance and planning for the future will be covered in tutor time and during CORE sessions on Friday period 1.

It is essential that students attend these sessions throughout the year.

The sessions place particular emphasis on **VESPA**. It follows a countywide initiative for Sixth Form students called VESPA (Growth mindset)

For more information follow the link
<https://www.vespamindset.com/>





Year 12 Career Planning

- Exploring post-18 possibilities is the main feature of Friday Core sessions and our tutor programme.
 - Unifrog Online Careers Platform.
 - UCAS website.
 - Apprenticeships: <https://www.gov.uk/apply-apprenticeship>
 - Careers meetings (external agency)
 - Guest speakers
 - Open Days (SJSF trip to university - Term 6)
 - SJSF Careers and Apprenticeship Fairs (March – TBC)
 - Oxbridge Conferences
 - University, Apprenticeships & the Future Evening (June)

“Know where you want to go; be flexible with how you get there”



Post-18 Planning

During Year 12, all students are expected to:

- Explore potential post-18 routes (university, apprenticeships, degree-level apprenticeships, employment, gap years, studying abroad)
- Start their UCAS application (May/June)
- Write a personal statement (first draft completed by start of Year 13)
- Be curious – ask questions, research opportunities
- Request a Form Tutor reference (July to November)
- Participate in all morning registration activities and attend all Core sessions.

Predicted grades will be based on performance in Year 12 and the October tracking grades in Year 13.

Course choices will be dependent upon performance (predicted grades).



Core Programme

Students are expected to attend a fortnightly Core session. The programme includes:

- Study Skills sessions - Lincoln University
- Effort: how much work should I be doing, and what is effective?
- Job applications and interviews – LCC
- Planning work experience placements
- Apprenticeships workshop – National Apprenticeship Service
- Which HE course is right for me? – UEA
- Gap Years: pros and cons
- Support for early applicants: Oxbridge, Medicine, Vet Medicine and Dentistry
- Personal Statement workshop – Nottingham University



Planning for the Future – Advice from Sixth Form Students

- *“Have a good idea early in Year 12 about what you want to do after Sixth Form. Plan and research. It helps to keep you motivated and you have something real to work towards.”*
- *“Use the Unifrog online careers destination platform throughout Year 12. It is the place where students can compare every university course, apprenticeship and FE course in the UK. It also has very helpful information about writing personal statements and CVs.”*
- *“Don’t turn down any opportunity to take part in extra-curricular events, because you will regret it when the time comes to write your personal statement.”*



Enrichment

- Opportunities for students to broaden their Sixth Form experience beyond their subjects.
- Helps with personal development (transferrable skills) and impresses universities and employers – makes students stand out!

Extended Project Qualification
MOOC and Lectures
Maths support for A levels
Critical Thinking/Debating current affairs
Work Experience/Volunteering
Cooking & Living on a Budget
Book Club
Website design

Sport – football, rugby, netball, indoor sport,
fitness suite, racket sports
Personal Finance qualification
Duke of Edinburgh Award
Roles of Responsibility e.g. Prefect, House
Captain, Form Prefect, School Council
Charity Fundraising





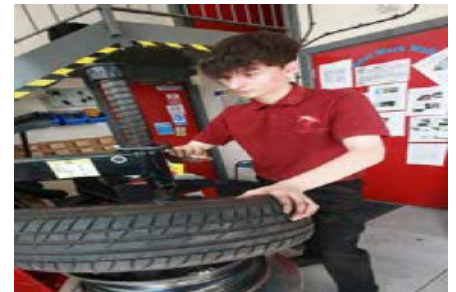
Work Experience

17-21 July

- At the end of the Summer Term, all Year 12 students in the SJSF are expected to complete a week of work experience.
- Students should start planning this as early as possible.

What should students be doing:

- Write to employers of interest to request a placement (following up with a call if necessary).
- Once confirmed, complete the 'Placement' section on Unifrog. This will send details to parents, employers and us to sign off the placement and make the necessary checks.
- Mrs Walker can advise and has contacts.





Extended Project

- Students can choose to take Extended Project/EPQ.
- Lessons: 1-hour per fortnight of formal lessons.
- Out of lessons: expectation of an additional 2-hours of private study a week.

Past questions:

- Dissertations:
 - What is the Inverse Care Law and how is it influenced?
 - To what extent does the football industry operate as a business?
 - The impact of Post-Polio Syndrome: is a generation being failed by a lack of research?
 - Were serial killers from the 1950s onwards predisposed to kill?
 - Is the NHS nursing shortage in England due to inadequate pay?
 - What are the causes, effects and current solutions to plastic pollution in the North Pacific ocean?
 - Does China need feminism?
- Artefacts: A play; a graphic design poster; novel; work of art; robot.



16-19 Bursary

- A discretionary fund to support eligible young people with the costs of transport, books, educational visits or other course materials or equipment essential to successfully completing their programme of study.
- Specific financial criteria apply in order to receive a bursary: evidence required to support their application e.g. universal credit, family tax credits, income support, means tested benefits.
- Payments depend on a student meeting the Sixth Form expectations regarding academic work, behaviour and also maintaining a minimum of 90% attendance at morning registration and lessons.
- Information and application form – on sixth form area of KSHS website or students can collect from the Sixth Form Office.



Thank you for listening.