

# THE PARENT/CARERS' GUIDE TO THE 6th FORM



# The 6th Form Team



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# PixL6

- UCTC is a PiXL 6 school.
- PiXL6 is a national network of over 400 schools who are working in partnership to maximize the results and outcomes for their students.
- We use the PiXL6 philosophy as a basis for many of the key structures that are in place to support our students.
- **The philosophy is based around sharp, personalized intervention to maximize achievement.**

# Study skills in the 6th Form

It is essential that students in Year 12 develop good independent study skills early on. This means...

- Being an active reader.
- Using a variety of sources, not just the main text book.
- Being persistent - don't give up if it isn't easy.
- Seeking help from teachers when it is required.
- Pre-reading so that they have a better understanding of what will be taught in upcoming lessons.
- Discussing work in small groups on research and problems.
- Effective time management.

Teachers will help, but students need to do a lot more on their own outside of the classroom.

# The 6th Form Mindset - VESPA

- An established programme Based on the Character Education work of *Oakes and Griffin*.
- Designed to help students transition in attitude and thinking from GCSE to Level 3 studies.
- A major component of PDT in Year 12 at UCTC.

*Most students who do worse than expected at 6th Form do so because of poor self-belief, or weak organisation, or bad use of time or lack of drive when the going gets hard - not because of a lack of ability.*

# The linear courses

- To gain an A level in a subject students will be examined on the whole 2 years worth of content at the end of Y13.
- We have reduced the number of subjects that lots of students take to allow for the increase in difficulty level of new specs.
- Students will take end of year exams - these will inform the predictions we make for UCAS applications.

# The importance of end of year exams

- Universities look at your trial exam results/ first year BTEC results as an indicator of ability.
- Teachers use them to give their predicted grades.
- This will give them a real experience of the exam but will also give the universities a better prediction.

## 6th Form is more similar to lower down the college than you would think....

- ❑ The timing of the school day is the same 9am - 3pm (Mon) or 9am-3.25 (Tue-Fri).
- ❑ Occasionally, some 6th form lessons will need to be timetabled outside these hours (e.g. a P6 - 3.25-4.25)
- ❑ School and parent/carer contact is the same if not more frequent in the 6th form.
- ❑ Teaching staff support is the same, if not more, in KS5 - after school sessions, lunchtime help sessions and holiday revision days offered across many subjects.

**The difference is the amount of independent study required of the student and the rigour of the subject specifications.**



# PDT and assemblies

- All students must to attend PDT 4x a week 1 of these sessions will be an assembly.
- These are compulsory and non-attendance will significantly affect their attendance record.
- PiXL6 activities, PSHCE tasks, preparation for UCAS and planning for employment will be completed in this time.
- There are weekly assemblies on a wide range of topics delivered by the 6th form team and external agencies.
- There are also termly achievement assemblies where students are rewarded for their hard work and commitment to learning.

# PSHCE in the 6th Form

- PSHCE has a variety of functions:
  - To improve study skills
  - Prepare students for progression
  - To build the mentor/student relationship
  - To pass on information and to give students the largest range of opportunities to participate in school life
  - To develop an overall understanding of the world we live in
  - To discuss current global issues
  - One to one mentoring sessions to focus on academic progress

# The 6th Form Mindset - VESPA



- **V**ision - Having goals for when the going gets tough.
- **E**ffort - Getting an idea early on as to how much work is needed to get the grades that a student wants.
- **S**ystems - Learning how to organise study notes, prioritise and chunk tasks and study independently.
- **P**ractice - Understanding different modes of revision.
- **A**ttitude - Self-awareness of how they respond to high challenge and the risk of failure. Learning how to get themselves out of patterns of negative thinking.

# Dress code

- 6th Form students are important representatives of the college and role models for younger students.
- If a student does not comply with the dress code they will be asked to stay back until 3:45pm. If this happens 3 times they will stay until 4.30pm.
- In extreme circumstances a student may be asked to go home and get changed
- Coats must not be worn in school
- Students must wear their lanyards round their necks with the ID visible at all times

# Attendance

- Education is now compulsory to 18 years of age. Therefore we will follow up on absence in the same way as lower down the college.
- Last year all the students who achieved 3 or more A or A\*s, had over 98% attendance.
- Every lesson really does count.
- Nothing can substitute class time with your subject tutor.
- If a student is unwell they can find the work on google classroom which often is reassuring for students.
- We will alert you very quickly if attendance becomes a concern and work with the student to identify why they are missing lessons and help them to get back on track.

# Guidance for absence

- Occasions when permission may be granted on a limited basis:
  - Hospital appointment which cannot be arranged outside school hours
  - Driving theory test
  - Driving test
  - Official study leave (agreed with prior permission)
  - Attendance at examinations
  - Attendance at funeral (immediate family only)
  - Religious observance (this must not exceed 4 days)
  - University visit for open day or interview
  - Work experience
  - Participating in a significant extra-curricular activity (eg sport or drama)
  - Court attendance
  - Exceptional circumstances
  - Other events at the discretion of the head of 6th Form

# Guidance for absence

- **Unauthorised absence includes:**
  - **Medical appointments**
  - **Holidays**
  - **Part-time work which is not part of a programme of study**
  - **Paid employment (it is illegal to work Monday-Friday between the hours of 8:45am and 3:15pm)**
  - **Leisure activities**
  - **Babysitting younger siblings**
  - **Driving lessons**
  - **Birthdays or similar celebrations**
  - **Shopping**

# Missing lessons

- Legitimate absences such as illness will need to be evidenced by a letter from you.
- Wherever possible medical appointments should be made outside of college hours.
- Driving lessons are not to be taken in college time.
- If a student does miss a lesson without a legitimate reason they will be asked to attend a making up session after college until 4.30pm.
- It is essential for health and safety reasons that if students leave site during the day they must sign out in reception.



# Procedures:



To help your son/daughter to maintain their attendance record we ask that you do the following:

- A Parent/Carer (not the student) rings into the absence line when they are ill - before college starts.
- Complete request forms for university visits or any other pre-arranged absence requests.
- Keep us informed of any situation that might have an impact on your child's progress.
- Holidays are not authorised in term time in line with government recommendations, except in exceptional circumstances, you will need to put in a request to Mr Hennebry

# Supported study



- In addition to their lessons students will have 8 periods a week of supervised study.
- Student are to use this time to complete specific additional learning activities
- This encourages students to become independent learners, an essential skill for KS5 and beyond.
- Students will need to bring in their own devices, such as laptops or tablets to use in study sessions
- Non-attendance at these sessions will be treated as a missing lesson.

# Homework and study

- Students will be regularly set homework for each subject.
- Students are expected to complete personal study in addition to the homework they are set.
- To help this they will be given guided learning booklets which are to be completed in their guided learning lessons.
- They are expected to spend 4 hours per week per subject, in addition to the time in lessons.

# But I've done my homework and guided learning...

- At KS5 just completing your homework and guided learning is only one part of being a student:
- In addition students should be
- Reading through class notes
- Creating revision cards
- Completing wider reading
- Completing past papers
- Researching key topics

# Part time employment

- Part time employment can be an excellent way of gaining experience, taking on responsibility and developing transferable skills.
- However as your son/daughter has enrolled on a full time course we would highly recommend that they take on no more than 10 hours paid work per week.
- It is also important that they are able to stay at school until 4.30pm for revision/support sessions etc so any work should allow for this.

# Trial Exams week

- Students will have mock exams the 1st week back after Easter.
- This is to give them the real exam experience before they complete their end of year exams in June.
- This gives students a chance to consolidate knowledge and review the work completed in the first term 2 terms.
- Last year students learnt a tremendous amount from this experience.

# The successful 6th form student...

- Attends all lessons
- Arrives on time
- Completes homework task to be the best of their ability
- Communicates with staff
- Responds to feedback
- Becomes an independent learner
- Balances life and work
- Thinks critically
- Has a breadth of knowledge
- Organises time effectively
- Contributes to class discussions

We will help your son/daughter to develop these attributes, which they can take through 6th form and onto higher education or employment.

# How to help your child to succeed

- Contacting us when there is a problem, no matter how small, via email, phone or arranging a meeting.
- Help them to develop good study skills e.g. setting aside time for homework, having a place to study, organising their notes etc.
- Talking to them about their progress.
- Attending Parents' Evenings.
- Being aware of important dates in their calendar.



# The successful partnership

It is important that we all work as a team to help the student to achieve their potential.

The partnership of home and school is vitally important for success:

- Student
- Parent/carer
- Subject teachers
- Mentors
- PALs
- Two Directors of Year
- Assistant Principal - Head of Sixth Form

# Crunch Times in Year 12



- Course selection
- First weeks of the academic year
- Trial examinations
- Trial examinations results
- Coursework deadlines

# Crunch times in Y13



- UCAS application deadline - 1st term
- Trial exam periods
- Coursework deadlines
- Easter onwards - revision ramp up

# Important dates



- Term dates
- Parents' Evenings (2 per year)
- Leaving dates



Thank you for attending

We will be available for questions  
outside.

## 6th Form Key Dates

### Term 1 - 2017

August 31st	Enrolment of UCTC Y11s into Y12 and Y13 with grade concerns
September 1st	Enrolment of Y11s from other schools into Y12 and Induction day 1
September 4th	Inset day
September 5th	Y12 induction all day. Y13 re-enrolment with mentors and induction
September 6th	Lessons as normal Y12 and Y13
September 12th	Y12 Together to Achieve Evening
September 13th	Photos
September 14th	Drop Down Day
September 15th	Internal Oxbridge (Medicine, Dentist, Vets) UCAS deadline
September 18th	Year 12 Baseline tests to be completed this week
October 13th	Oxbridge (Medicine, Dentist, Vets) deadline to UCAS (External)
October 20th	Last day of term

### Term 2

October 30th	Back to College
November 1st	Drop Down Day
November 9th	6th Form Open Evening
November 10th	UCTC UCAS deadline
November 30th	Parents' Evening
December 14th	6th Form Social trip
December 18th	Previous Year 13 Celebration evening
December 19th	Carol Concert / Last day of term
December 20th	Inset Day

### Term 3 - 2018

January 2nd	Inset Day
January 3rd	Back to College
January 8th - 10th	Y13 mocks
January 8th	Y11 Taster sessions 3.30-5pm
January 15th	External UCAS deadline

January 19th	Y11 Futures day. Meetings with SLT and trip to Sussex University
February 5th - 9th	Y13 re-sit mocks PM
February 6th	Drop Down Day
February 9th	Last day of term

## Term 4

February 19th	Back to College
March 6th	UCAS higher Ed Convention Y12
March 8th	Drop Down Day
March 15th	Parents' Evening
March 22nd	Y12 Parents' UCAS evening 7-8.30pm
March 28th	6th Form Easter Ball
March 29th	Last day of term

## Term 5

April 16th	Back to College Revision breakfast provided in the common room from 7.30am
April 17th	Revision breakfast provided in the common room from 7.30am
April 18th - 20th	Y12 and Y13 mocks
April 27th	Inset Day
May 7th	Bank Holiday
May 8th - 24th	Revision breakfast provided in the common room from 7.30am
May 25th	Last day of term - Y13 study leave begins Leavers' lunch 12.30-2.30pm. Prom

## Term 6

June 4th	Back to College for Y12
June 18th - 22nd	Y12 End of year Exams
July 6th	Induction morning for students from other schools. 9-11.30
July 9th - 13th	Enrichment week
July 17th	MUNGA
July 18th	Sports Day
July 20th	Last day of term

## 6th Form contact information

College telephone number 01825 764844

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