

May 2020 (updated July 2020)

Dear Student

I hope this letter finds you well in these different and challenging times. It goes without saying that the presence and personalities in Year 11 are all sorely missed at the moment. It has now been some time since you finished your Year 11 studies, but we are really excited about welcoming you to start the next stage of your education in our Sixth Form.

As a result, we are writing to formally welcome you and take time to share some of the key information that will be essential to ensuring your smooth transition into life as a Sixth Form student in September. We also include some key information in this welcome pack that shares some important guidance for Sixth Form:

- Transition Booklet
- Summer Tasks and Induction Activities
- Results Day and Subject Changes
- 16-19 Bursary Information (free money!)
- School Transport guidance
- Attitude and Expectations of Sixth Form Students
- Enrichment
- Induction Day and the Start of Term

### **Transition Booklet**

Please find enclosed our Transition Booklet that contains a wealth of essential information. Included are our policies on uniform, attendance, independent study, transport and the bursary fund. Please take the time to familiarise yourself with our expectations and ensure you fully understand them before joining us. We also ask that the attached Home-School Agreement is signed by all parties and returned on the first day of term.

### **Summer Tasks and Induction Activities**

For current Shaftesbury students, hopefully you are aware we have already sent communication to student's emails (and parents) regarding the completion of our 'Summer Tasks'. These tasks are designed to provide an induction to your courses and contain a range of activities to prepare you for your studies in September. We ask you diligently work through these during the summer months. They are available on the Sixth Form section on the school website ([shaftesburyschool.co.uk/sixth-form/summer-tasks/](http://shaftesburyschool.co.uk/sixth-form/summer-tasks/)).

It is also worth noting that Heads of Department and Subject Teachers are really keen to keep you busy over the summer! As a result, they have been informed of students that have applied for their courses and may email students with additional tasks and activities to help prepare them for September. If so, these will be emailed to school accounts, so we strongly advise you regularly check these and get on with any activities directed to you. For external applicants,

we will use the email address provided on your application. Keep an eye on the Summer Tasks website as well, as new tasks may be added before September.

## Results Day and Subject Changes

### **GCSE & BTEC Level 1/2 – 20th August**

Unlike in previous years, there will be **no access to the school site** to collect results on either of the above days or speak to staff in person. Instead, it is the intention to **email results to all students at 10:00am** on these days and **provide support via a telephone conversation**.

The results will come in the form of a Statement of Results containing subjects from all exam boards. It will be sent to each **student's school email address**.

A paper copy of the official Statement of Results for each exam board will also be sent to every student through the post. This will be done following results day and will be by second class post. In this respect, we expect nearly all students to access their results via email in the first instance.

### Support on Results Days

Regarding GCSE and BTEC Level 1/2 results and Sixth Form queries on 20th August, Mrs Botterill-Downs will **email students with a follow-up letter** (after the results have been sent) again to their **school email address**. This letter will contain their **Sixth Form offer** based on the results achieved. It will also contain a link to an **online form** that, when complete, will allow the most appropriate member of staff to make contact via a telephone conversation. These telephone conversations will take place from **10am-3pm on the 20th August and 9am-1pm on the 21st August**. It is intended that these conversations will provide support regarding Sixth Form subject choices, support if a student is intending to go elsewhere or if they are unsure what progression path is right for them.

As a school, we are fully committed to ensuring that on both Results Days, students and parents can receive the appropriate support required, while also maintaining distance measures and the safety of all parties. We will have experienced pastoral and Sixth Form staff members, as well as our careers coordinator, on hand to offer telephone conversations to all students that require one during these days.

If you have any questions about Sixth Form or progression then please do not hesitate to contact the school and we will be happy to support you accordingly.

Prior to results day, if you wish to discuss a change in your subjects applied for, please contact a member of the Sixth Form Team at [sixthformoffice@shaftesburyschool.co.uk](mailto:sixthformoffice@shaftesburyschool.co.uk) or use the contact details below to speak with either Mr Motteram or Mr Almond.

We will be on hand on results day to offer advice and guidance to students that have not met their offers or that wish to make any planned changes to your courses. We would also remind students and parents that we hold a **'Right Move Week'** at the end of September, in which students can make formal changes to subjects if they have not settled into courses or it is felt not appropriate to continue with their chosen options.

External students with conditional offers must ensure that copies of their examination results are sent to the school by e-mail to [sixthformoffice@shaftesburyschool.co.uk](mailto:sixthformoffice@shaftesburyschool.co.uk).

### COVID-19 and GCSE Results

As a Sixth Form, we fully understand and appreciate the uncertainty, concern and worry regarding the final GCSE grades that students will achieve this year. We acknowledge the additional stress this places on discussions surrounding Sixth Form Entry in 2020.

At Shaftesbury Sixth Form we strive to ensure the balance between a student's preferred choice of subjects and ensuring they are placed on the course most appropriate to ensuring their academic success. Given these unusual circumstances we will be flexible with our students who have already applied to our Sixth Form when reviewing the courses offered. Once grades have been confirmed by the qualification awarding bodies, we will review any offers where it is felt necessary and try to apply flexibility where possible and appropriate. However, we would like students and parents to know we will reserve the right to restrict entry to those A levels and BTEC courses which have particularly stringent criteria - this is vital to ensuring students are placed on the courses they will achieve the most success in.

### **16-19 Bursary Information (free money!)**

The Sixth Form can offer financial support (free money) to students to assist with their studies in the form of the 16-19 Bursary. This money is ring-fenced from other school spending and is used to ensure a student is able to engage with all areas of their studies. Examples of funding might include support with; trip costs, equipment, textbooks and transport to school.

The Bursary must be applied for and can only be paid to the student once they are officially a sixth form student in September. Once an application is processed, we are usually in a position to provide funding directly to the student. To help get the ball rolling ahead of our return, please find enclosed an information sheet for the 16-19 bursary. Application forms can be completed when we return in September. If you are required to purchase anything this side of September (for example paying for a bus pass) please keep receipts as claims can be made retrospectively.

### **School Transport guidance**

Please see the attached leaflet containing important information regarding applications for school transport. It is crucial to remember that unlike in lower school, bus places are not automatic for Sixth Form students and also must be paid for (please see above for financial help if this poses an issue). The deadlines are usually in May/June and do depend on whether you live in Wiltshire or Dorset. Please read the attached documents carefully if this applies and complete a bus pass application as soon as possible.

### **Attitude and Expectations of Sixth Form Students**

In terms of our ethos, please remember that Sixth Form students are the most senior at Shaftesbury School, and as such the expectations are set extremely high. You will be providing the benchmark that all our younger students are expected to follow, and we are proud that our Sixth Form behave in a warm, respectful and courteous manner. This is grounded in a relentless and aspirational approach to studies, including independent work completed outside the classroom. We expect all Sixth Form students to be dressed appropriately every day and are on the school site and engaged with their studies from 8.35am-3.00pm. These are our non-negotiables.

### **Enrichment**

We wish to ensure all students leave the Sixth Form as enriched as possible, and seek to provide a wide range of 'enrichment' opportunities during your time with us. We expect your full involvement in these and hope that in return you will be well-equipped and competitive as you progress into the next stage of your life, whether that is Higher Education, Apprenticeships, College or the world of work.

As part of your Sixth Form programme you will have the opportunity to partake in particular subjects offering Enrichment qualifications. Details of these subjects are:-

#### **EPQ**

The Level 3 EPQ, or Extended Project Qualification, can be completed in any area you choose as either a dissertation, performance, artefact or field study. You will work independently and report to a tutor assessor every two week who will help guide you, but once your project is approved the direction you take is up to

you. Past projects have included 'Should canned hunting in Africa be banned?' and 'Is the right to bear arms in America still appropriate in the 21st century?' other students have produced artefacts including a series of alternative film posters, plans for a new housing development, and a short film. You will need to be highly motivated and able to organise your own time - or prepared to learn to do so! This qualification is worth up to 28 UCAS Points (an A\* at A level is worth 56).

### **Arts Award**

The Arts Award is a recognised qualification, approved by Trinity College London and is offered at Bronze, Silver and Gold level. It is an opportunity for young people to explore the arts in a more independently and varied way, each supported by a mentor in the qualification. Activities include leading Arts workshops, taking part as a participant and developing leadership skills. Students need to be interested in the Arts, prepared to work independently and open to new ideas.

### **Core Maths**

Core Maths is a qualification aimed at those students that have achieved a good pass in GCSE maths and have not chosen to study A-Level Mathematics. The main aim is to apply the mathematics that the students have already learnt into contextualised problems focussing on problem solving and developing students' ability to break tasks down, as well as building their confidence when working with Mathematics. This makes Core maths an ideal choice for those students that are studying subjects that rely heavily on mathematical skills: Physics, Biology, Chemistry, Psychology, Computing, Geography, Business and P.E. Core Maths is a one-year course with an examination at the end of year 12. It is equivalent to an AS level and carries the same UCAS points. Students choosing to take Core Maths will have enjoyed studying maths previously and obtained a grade 5 or above at GCSE, however grade 4 will be considered.

### **English Language AS Level**

We are delighted to offer the English Language AS Level as part of our Enrichment programme. This course will be taught over two years. You will have 2 lessons per fortnight, so you must be good at working independently. Assessment will be via two 1.5 hour exams during the summer exam season when you are in Year 13.

### **Duke of Edinburgh**

The Duke of Edinburgh Award involves students completing a personal programme of activities in four sections – Volunteering, Physical, Skills, and an Expedition. You will find yourself helping people or the community, getting fitter, developing skills, planning and completing an expedition. You will build confidence, resilience, skills and friendship groups and have a brilliant time doing it. It gives you the added benefit of gaining a competitive edge as employers regard a DofE Award highly so it will help open doors for you. Many of the skills you gain can be applied to your studies as well as your personal and social development.

You will receive a letter with your examination results and within this letter you will be asked to identify which, if any, of these studies you would like to undertake. Please let us have this information by sending your choices via email or post so that the lessons can be added to your timetable before the start of term. There will be alternative enrichment activities available to you as part of our Wider Studies programme including Sport and Cooking which will be available to you in September.

### **Induction Day and the Start of Term**

Please note we are running a slightly different format for the start of term this year.

The start of term for Year 12 will be on **Monday 7<sup>th</sup> September 2020**. Only Year 12 and Year 7 will be in school and we will be holding a formal Induction Day that will include an introduction to Sixth Form, an opportunity to attend some lessons, get to know your peers and meet staff involved in the Sixth Form. Please arrive promptly at 8:35am and make your way to the Sixth Form Study Centre.

If you have any queries or concerns over the summer, please contact the Sixth Form Team using the contact details provided in the Transition Booklet.

Other than seeing many of you on results day, I look forward to welcoming you on Monday 7 September 2020.

Warm regards



Mr Michael Motteram – Head of Sixth Form and Year Progress Leader



Mr Chris Almond – Year Progress Leader