



SHAFTESBURY

SIXTH FORM

PARENTS INFORMATION EVENING

2020-2021



Mr Motteram
Assistant Headteacher
& Head of Sixth Form



Mr Almond
Deputy Head of Sixth Form



Mrs Botterill-Downs
Sixth Form Manager

Welcome from the Team

- Mr Motteram – Assistant Headteacher & Head of Sixth Form
- Mr Almond – Deputy Head of Sixth Form
- Mrs Botterill-Downs – Sixth Form Manager
- Sixth Form Tutors – should have (or will be) contacting you via email to introduce themselves
- Mrs Johnson – Careers Coordinator

- Sixthformoffice@shaftesburyschool.co.uk
- 01747 854498

Purpose of the Presentation

- To inform Parents about the key differences as their child embarks on their next educational step
- To explain how the Sixth Form operates, our procedures and expectations
- To help parents with some of the key pressure points
- To garner support so ultimately the school and home can work together to achieve the best outcomes for the young person

Sixth Form Core Aims

- Deliver high achieving learners
- Prepare learners for the next stage in life
- Foster independence and ambition

Data Collection Forms

- Please keep an eye out for your data collection form and return it as swiftly as possible
- We largely communicate through email, including regular reporting and key information during the school year
- Please ensure you tick the 'inTouch' box on the form to ensure you receive this information
- We also send out attendance alerts via text messages, so please ensure the mobile number is up to date

Lesson Times

8.35-9.00 - Tutor Time

9.00-10.00 - Period 1

10.00-11.00 - Period 2

11.00-11.20 - Break

11.20-12.20 - Period 3

12.20-13.20 - Period 4

13.20-14.00 - Lunch

14.00-15.00 - Period 5



THE SIXTH FORM DAY

The Sixth Form Day

- Main subject lessons (8 per fortnight)
- Tutor - 8.35 - 9:00 daily – attendance is a non-negotiable
- Enrichment (within Wider Studies, includes qualification and non-qualification courses).
- Supervised/Private Study – Students are now allowed to leave the school site during this time.
- Assemblies – Sixth form on a Thursday Period 5 – delivered live via video link on 'Teams'

Sixth Form Pathways

Level 3 pathway (2 years)

- 3 A 'Levels or 3 BTECs, or a combination

Level 2 pathway (1 year)

- Achieving entry requirements for Level 3 pathway, English/Maths GCSE, Level 2 PDE & BTEC Sport or Media – Aim to then progress to Level 3 Courses (here or another provider)

UNIFORM

Dress Code

There is no uniform in the Sixth Form. However, as Years 12 and 13 are role models for younger students dress should be appropriate for a study/work environment. Please do not be offended if you are asked to amend your appearance.

- No ripped jeans or tracksuits/tracksuit bottoms. If you have a PE Practical/Wider Studies you are expected to bring in kit to change into. Sports shorts/tracksuit shorts/board shorts are not allowed. Tailored shorts are permitted.
- Very short skirts are not permitted; no exposed midriffs; clothing must not be too revealing. Smart tops, trousers, skirts and dresses are permitted.
- Coats should not be worn in lessons; hoods should be worn down.
- Piercings: No flesh holes or facial piercing although a discreet nose stud may be permissible.
- Tattoos: Must not be visible.
- Hair: This should not be dyed in unnatural shades
- Make-up: Appropriate for a work / study environment.

We understand that judgements may be subjective but staff decisions must be respected at all times. If we don't think you're smart enough we may send you home to change or isolate you.

Attendance

- Attendance from 8:35-9:00 is a non-negotiable
- After tutor, to reduce the number of students in the study centre, and allow more social distancing, students may leave the school when they do not have a timetabled lesson
- Students will have swipe cards to register in/out each day and need to use these
- **All students have a Sixth Form Tutor**
- They can leave the site at **break, lunchtimes or supervised study periods**



Supervised Study

- Non-contact periods in which students may use the facilities to complete study tasks and research.
- Learners need to be accountable for their time management – if they leave the school site to return home they should still use this time to study.
- Study Sessions/Assemblies help students to manage their time correctly, these will run via TEAMS whilst we cannot meet as a whole sixth form

Absences

- If planned, students complete the on-line Absence Form in advance – not on the day!
- Students should take responsibility for letting their teachers know and asking for work they will miss.
- If unplanned, contact made through usual channels - 01747 854498 or e-mail studentabsence@shaftesburyschool.co.uk
- Students can email themselves to inform us (self-certify)

Enrichment & Wider Studies

Enrichment Qualifications

- Arts Award
- Extended Project Qualification
- Core Maths
- Duke of Edinburgh
- Duke of Edinburgh
- AS Level English Language

Enrichment Activities

- A range of PE activities, which will change during the year
- Use of the school gym
- Art
- Textiles

Work Experience

****Under normal circumstances students are expected to complete work experience as detailed below. However, due to COVID this is not currently possible. We will update you as and when things change****

- Learners must take part in at least **30 hours of quality, relevant, work experience during Year 12**
- This can be taken flexibly through study periods (**not lessons**) or in a block week (last week of term in July)
- Students must organise their placement independently (making contact and initial communication) but is overseen by the Careers Coordinator (Mrs Johnson) and Sixth Form Team
- The Work Experience database contains details of all approved employers
- Any unapproved employers can be added, but this process takes time – all details passed onto Mrs Johnson
- Students make initial contact with employer – suggests dates and times (using timetable!)
- Once initial agreement is made student completes a work experience form – signed and completed by all parties - **Student, Parents, School**
- Once paperwork is signed off and Mrs Johnson gives the thumbs up you may attend – **but not before!**
- **Daily attendance checks are made**

School based Work Experience

- For learners struggling with transport or for those not suited yet to external employers, an internship could be completed
- This is within an internal school department and involves assisting with lower school lessons or general help and support in the department
- If applicable, speak to the Head of Department first
- Then fill in the relevant paperwork – the same process applies as external work experience

This is also not possible at this moment in time to prevent mixing of year groups in school. Again, we will update you when things change

Progression - Unifrog

- A portal to provide learners with access to future University, Apprenticeship and College opportunities and frameworks for writing references and applications
- Students are encouraged to use this throughout Sixth Form
- Students are encouraged to think about their progression plans now (!)
- Research and prep in Year 12, action in Year 13
- Parents Info Eve for Progression in February 2021 for Year 12 with more guidance



Key Competencies for Applications

Students need to collect evidence throughout the year showcasing their:

- Independence
- Leadership
- Team working
- Resilience
- Analysis
- Literacy
- Numeracy

Communication

With Students:

- Bulletin, Assembly (Thursday Period 5), Tutors, Sharepoint

With Parents:

- Email and text message
- Website
- Facebook (main school account)
- Reports – termly interim reports but further information available on Insight
- Phone calls and Meetings

Sixth Form Information

Welcome to the website for Shaftesbury and Sturminster Sixth Form. We are a collaboration between two successful North Dorset Schools coming together to create what we believe is a very special place to learn. We hope that the information below will help you to understand a little more about what we believe and what we do. If you would like to find out more please [contact us](#).



A Supportive Environment

We believe that Shaftesbury and Sturminster Sixth Form is the ideal size; large enough to offer a wide range of courses, small enough that you feel part of a community where you are known and supported. Every student is part of a small form with a specialised Sixth Form tutor. Their role is to ensure that every student receives the personalised support they need to successfully make the step from GCSE to Sixth Form studies.

We believe that one of the keys to academic success is to help students form a clear plan for where they want their Sixth Form education to take them. All students have access to the Unifrog progression tool which helps them to plan for the future and they also work with subject teachers to set personalised targets and track their academic progress.

Useful Information

SIXTH FORM COURSES 2017 BOOKLET

YEAR 12 OPTION BLOCKS 2017 BOOKLET

Financial Support for Sixth Form Students

At Shaftesbury and Sturminster Sixth Form the bursary fund is used to support students remaining in post-16 education when financial issues might impact on their time in the Sixth Form. We aim to do this in the following ways.

1. Students who the government has identified as 'highly vulnerable' such as students looked after by the local authority, care leavers, students who receive Income Support (in their own right) and those entitled to both Employment Support Allowance and Disability Living Allowance will receive a bursary of £1,200 in three termly instalments.
2. Students who are eligible for free school meals or who come from families with a household income of below £26,000 will be able to apply for assistance to meet educational needs such as the cost of transport to school, equipment and educational visits. Once it is established a student is eligible for support, payments will be made from the bursary fund each term, but it is not guaranteed that the fund will be sufficient to pay all needs in full.
3. If sufficient funds are available we may also be able to provide some support to students on a family income of £26,000-30,000.
4. If sufficient money is available after all identified needs have been met we will also provide a termly lump sum payment to all students eligible for support under the scheme to go towards the general costs of remaining in education.

GUIDE TO FINANCIAL SUPPORT 2017

16-19 BURSARY APPLICATION FORM 2018

16-19 BURSARY POLICY 2017

Financial Support - 16-19 Bursary

- Pot of money ringfenced for supporting 16-19 learners to access their education
- Must apply for it and is initially distributed by parental income

Might cover:

- Travel to and from school
 - Protective and other Clothing
 - Equipment
 - Bus Travel
 - Educational Visits
 - Free School Meals/Pupil Premium – automatically eligible for the bursary
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- Further information available on the School Website
 - Application forms available from the Sixth Form Office
 - We always try and support anyone who applies – even if they do not automatically meet the funding level

Student Well-Being

- Really important to ensure students are academically stretched but also supported mentally and physically
- 6th Form counsellor available through self-referral system – external professional visiting weekly
- School nurse available – covering medical and mental wellbeing
- Extracurricular sporting timetable available
- Please keep an eye on student employment – hours outside of school should not interfere with academic studies

- As a parent, encourage them to get the balance right!

Pressure Points

- End of September - 'Right Move' Week – chance to drop/pick up courses before it is too late!
- Each Half Term – Interim reports sent to students & parents with progress data
- Jan/Feb/March - Progression Activities including National Apprenticeship Show, Higher Education Convention and Interview Day (COVID dependent)
- Mid June – Year 12 BTEC Results Deadline
- June/July - Year 12 Exams
- June/July – Careers Fair, University Trip, Progression Day (COVID dependent)
- University applications – Year 13 (but prep and research starts now!)

How we deal with concerns

- Informal guidance
- Formal warning
- Fixed term exclusion
- Final written warning
- Withdrawal of place in Sixth Form

Contact

- Mr Motteram- Head of Sixth Form,
michael.motteram@shaftesburyschool.co.uk
- Mr C. Almond – Deputy Head of Sixth Form
chris.almond@shaftesburyschool.co.uk
- Form Tutors – should have sent introductory emails to parents (or will be very soon)
- Mrs K. Botterill-Downs – Sixth Form Manager
kate.botterill-downs@shaftesburyschool.co.uk
- Sixthformoffice@shaftesburyschool.co.uk - reaches all of us and covers all bases!