



STUDENT AND SIXTH FORM AGREEMENT



Student and Sixth Form Agreement

Our expectations

- **All students will strive to achieve 100% attendance and 100% punctuality to all lessons and study periods;**
- **All students will sign in between 8.35am and 8.50am for the morning session and between 1.10pm and 1.25pm;**
- **Students may leave site at lunch time. All students should return between 1.10pm and 1.25pm.**

There is a correlation between attendance and achievement. Missing lessons and using study periods in an unproductive manner is detrimental to your achievement.

The Sixth Form attendance policy is displayed in all form rooms.

We will refer to your attendance in any reference that we write for you, so it is important that you establish good habits early in Year 12.

Students will be given the opportunity to apply for 'Home Study.' This is dependent on the progress made towards targets and positive ATLs. No Year 12 student will be allowed to apply for Home Study until after Christmas.

- **Students are expected to be well mannered in their dealings with one another and staff, whether they be teachers, administrative staff, caterers, or guests of the school.**

Sixth Formers should model appropriate behaviour for students in the main school, co-operate with one another and respect the fact that all members of staff are doing their utmost to ensure that they fulfil their potential.

A strong work ethic is essential

- A poor work ethic coupled with poor attendance is the biggest barrier to achievement.
- Any student who receives an ATL of 3 or 4 in one or more subjects will be closely monitored and may be expected to undertake additional Directed Study Time.

High Levels of Achievement.

- All students have Target Minimum Grades which they should endeavour to meet and surpass; TMGs should be viewed as a lever, not a lid on aspirations. We use a fine grading system that indicates how secure you are within a particular grade. Intervention may be provided for students who are not making progress towards their Target Minimum Grades.
- Intervention may take the form of additional Directed Study Time periods, or Period 6.

Form Time, One to One Tutor Time and Assemblies

- Attendance at Form Time, One to One Tutor Time, Year Quiz and Year Group Assembly is compulsory.
- Form time activities will provide an opportunity to reflect on your career pathway and develop important skills.
- One to One Tutor Time is an opportunity to raise any issues you may have, ask questions and check your progress on Unifrog.
- If you are not in scheduled to attend an assembly, form time, or one to one tutor time, you should use that time for private study, volunteer work and to update Unifrog.

Directed Study Time

- You will see that you have two weekly Directed Study periods on your timetable. This is compulsory study time and it represents a minimum expectation, you will be required to register with your thumbprint in the study area. We would expect you to commit more of your free time during the school day to study. Where a student is making poor progress towards their TMG, or in receipt of ATL 3 grades at reporting points, they may be expected to complete additional, registered Directed Study Time periods.

Work Experience, Voluntary Work and Enrichment.

- Work Experience is compulsory in Year 12. You are strongly encouraged to source your own work experience; however, we may be able to support you in your search for appropriate provision. Ideally, work experience should take place during periods 4 & 5 on Wednesday afternoons. Failing that, it should take place during your study periods only (no lessons should be missed).
- In addition to this, you will be expected to engage fully in our Enrichment programme. You must undertake one timetabled enrichment activity in year 12. You should also attend at least three lectures on Wednesday afternoons in year 12 and update your Unifrog account accordingly.
- You will also have the opportunity to undertake a student leadership role within the school. This might involve mentoring lower school students, working within faculties, supporting a lower school form, or running extra-curricular activities for younger pupils.
- All of the opportunities listed above will enable you to develop important skills and may be referred to in your applications for university, apprenticeship or employment.

No holidays to be taken during term time.

- Being away from school has a negative impact on your attendance and, consequently, your achievement.

Take your learning seriously: prepare fully for all formal assessments and PPEs throughout the year.

- Alongside regular assessment points, there will be PPE examinations. Students are expected to work hard for these exams. If you are not making progress towards your TMG s and your ATLs are low, you may be identified for additional monitoring, or intervention.

Consistent adherence to our smart dress code and safeguarding policy.

- Smart dress sends a positive message to students, teachers and the community. Sixth Form is your full time job, and all professional jobs have a dress code. By dressing in a professional manner, you are preparing yourself mentally for work.
- We require all Sixth Form students to wear an ID badge to comply with the school's safeguarding policy.
- **Should you be deemed to be dressed inappropriately, the Sixth Form Team will request that you leave the site and return dressed according to the Sixth Form Dress Code.**
- **Should you forget your ID badge, you will be given a temporary lanyard.**
- **Multiple violations of either of these will result in parental involvement.**

Apply for parking registration if driving to Sixth Form.

- We have health and safety guidelines which stipulate that we must keep a record of vehicles parked on site.

By signing below, you are hereby agreeing to the terms outlined in this Student Agreement

PRINT NAME _____ SIGNATURE _____

DATE _____ TUTOR GROUP _____



Student and Sixth Form Agreement

This is what you can expect from the Sixth Form to facilitate your success:

Tutor time at 8.50am.

- This allows you to build a positive relationship with your tutor, who will be writing your reference for UCAS or employers: this reference will be essential to your immediate future.
- Your tutor will monitor your attendance, academic progress, career preparations and wellbeing via a one to one mentoring session.
- Your tutor will help you to address any issues that you have at Sixth Form.

High quality teaching and assessment.

- Ofsted believes that the quality of teaching and learning in this school is 'good', and we are pushing towards 'outstanding'. You can therefore expect to receive well-planned lessons that are delivered to a high standard, and class or homework that is assessed regularly and offers 'Next Steps' to tell you what to do to improve.
- If you have concerns about the quality of teaching and assessment in the Sixth Form, we encourage you to report this to the Sixth Form Team.

Regular reporting and monitoring.

- Reports give you a prediction as to what you are expected to get at the end of Year 12 or Year 13 should you continue working the way that you are. Reports are fine graded to allow you to see how secure you are within a particular grade and how close you are to the next grade.
- Intervention will be implemented to support anyone who is underachieving, this is to help you make progress.

Guidance with regard to post-18 options.

- We hold a number of events throughout the year that will assist you in making informed choices regarding your future. We will ensure that every student is supported in achieving their chosen pathway.

Facilities and resources.

- The Study Area is home to approximately 100 computers. This is a quiet area that should be used in such a way that it allows for productive work. The Social Area is an additional work space that is more appropriate for pair or group study. A Wi-Fi connection is available. These areas are exclusively yours.

- Other spaces - the LRC, the canteen, free classrooms, etc. - are yours to use in conjunction with the rest of the school.

A Sixth Form Council.

- One representative from each tutor group will sit on the council. This is to ensure that you are represented and listened to, and that you are assisting in the on-going development of the Sixth Form.

Clear and regular communication between you, your parents and us.

- Parental involvement is key to success.
- You will be regularly mentored and parents will be informed of these conversations.
- You and your parents will be invited to attend various meetings and progress evenings across the year.
- We encourage parents to get in contact should they have any concerns about you.

Various events throughout the year.

- We will put on some social occasions—for example, a Christmas party, a celebration day, a leaver's prom—to give you the opportunity to unwind.

Safeguarding

- All safeguarding policies will be followed; including liaising with the school's safeguarding team, to ensure that students are safe. All safeguarding concerns will be forwarded to the relevant school personnel by the sixth form team

We will do our utmost to ensure that you receive the best possible experience during your two years in the Sixth Form.



Mr L. Rawling
Head of Sixth Form (Year 12)



Mrs J Cuss
Head of Sixth Form (Year 13)

Please note that this agreement will be kept on file until you leave Sixth Form.