



Ace Level 3 Evening

WELCOME



Ace Level 3 Evening

sixthform
@latimer
arts college

Personal Development

Session 2

Presented by
Chris Tebbutt





OUR SCHOOL VALUES

Honesty

'There is just some magic in truth and **honesty and openness.**'

Excellence

'Excellence is the gradual results of always **striving to do better.**'

Ambition

'Big results require **big ambitions**

Respect

'People will forget what you said, people will forget what you did, but people will **never forget how you made them feel.**'

Teamwork

'Alone we can do so little, **together** we can do so much.'

KEY CHANGES

- COMPLEXITY OF CONTENT
- RATIO OF TEACHING VS INDEPENDENT STUDY
- TIME MANAGEMENT
- MAKING CHOICES



At the school we are here to guide the students towards academic success, but we do need your help. Please don't think that now they have entered Key Stage 5, that they can suddenly cope, there are several changes to their study and this evening we would like to share some of those with you.

The Sixth Form is both an exciting and challenging time for students.

It involves greater levels of freedom and of choice, new opportunities for leadership, facilities specifically designed for them and the chance to develop a distinct identity separate from the main school.

The key changes involves the challenges of new subjects at a greatly enhanced level of difficulty and demands for independent learning than experienced at GCSE.

Students receive 9 hours of study, per subject, per fortnight, this means that a lot of their time is used to complete homework and further their subject knowledge through independent study. Each subject will also have a 10th hour, which will be independent, or teacher led.

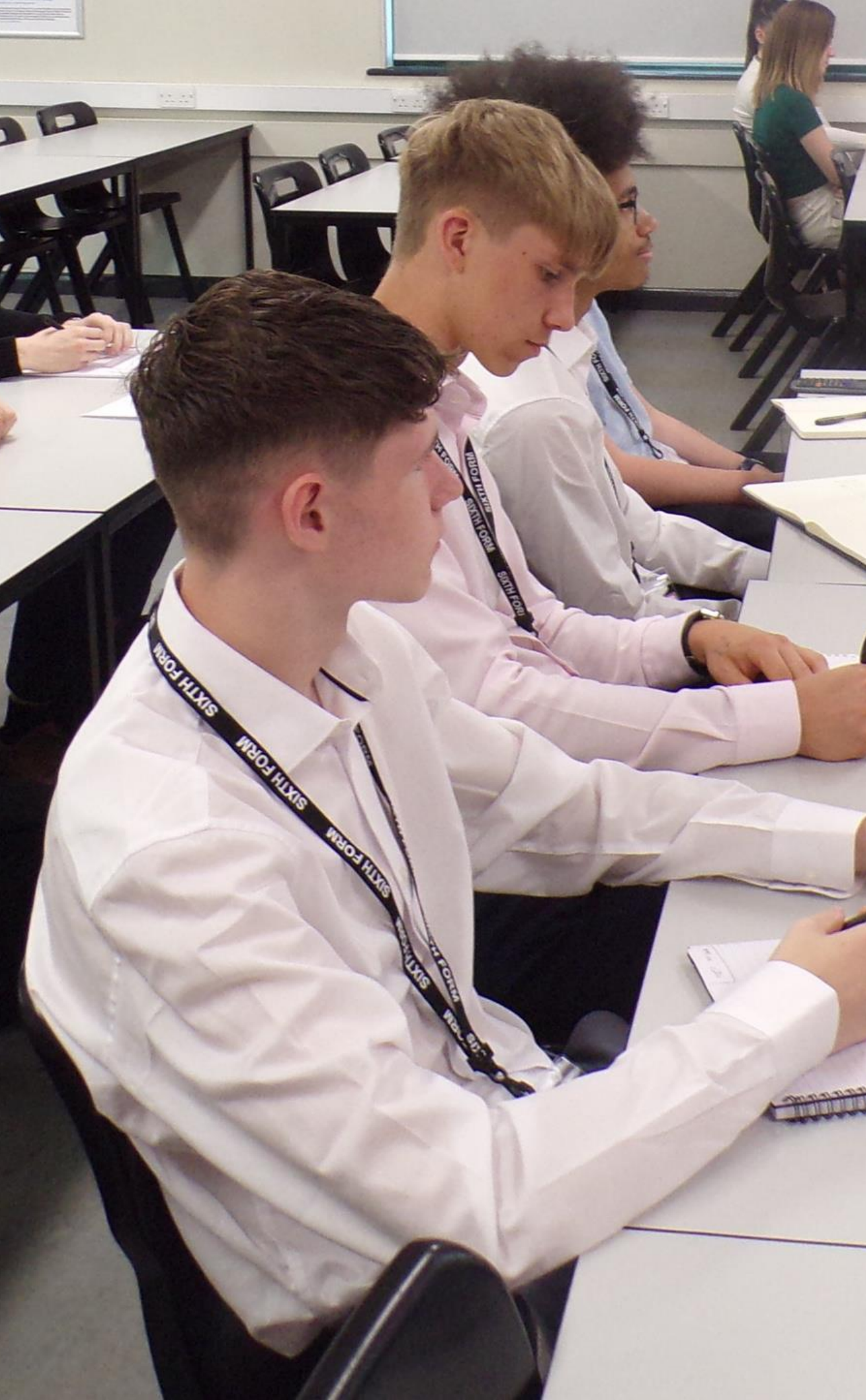
Meeting deadlines – coursework, classwork or anything related to external examinations is essential. Students will continue to use satchel:one, which you as parents are able to access and it is advisable that students use their calendar on Outlook, a planner or an alternative method to assist in managing their time. If a student uses their time during the school day wisely you may find that at first, they do less at home but do keep asking and supporting them with additional reading or research. Often students can get ahead of the game, by finding out more about their next topic, prepare questions that they might have about a particular concept or creating revision resources right from the start of their courses.

Additionally, there is the challenge of preparing for further education and making informed choices about university's, apprenticeships and employability. Whilst they have only just graduated to Sixth Form they will actively be encouraged to think about their next steps.



Expectations

- Attendance
- Contributions & Mentoring
- Dress Code
- Driving Lessons
- Part-time work



ATTENDANCE



- 96-100%
- Signing in & Out
- Appointments

Attendance is crucial to our student's success in the Sixth Form, and our expectation is that all students will maintain excellent attendance. The [student guide](#) contains the key absence details for you to notify us of your child's absence but as a reminder, if your child is unable to attend the College due to illness, on the first day of absence and for any subsequent day, you as the parent or carer must continue to notify the College:

There are three methods: Send an email, send a text or ring the 24-hour absence answer line. If students are absent, they must see their teachers and catch up with any work missed.

Ultimately with more freedom, comes more responsibility and students will be issued with personalised lanyards which should be worn at all times. This lanyard will allow them to sign in and out during the College day if they have permission to do so.

Students are expected to be in College from 8:25am to 3:00pm each day. When arriving in the morning, students must sign in, even if they will be registered lesson one. They must also remember to sign out if they leave during the day for an authorised reason.

Independent study time should be spent studying within one of our sixth form study rooms or the Learning Resource Centre.

Tutor time attendance takes place at 11:45 to 12:15 each day and is compulsory. As well as receiving important information, they will access a range of activities that will help them to achieve success in the Sixth Form and prepare them for their future destinations.

Leave of absence during term time will not be authorised, except in exceptional circumstances.

For medical/dental appointments etc., students must provide evidence of their appointment to the Student Services Team in order that the absence is correctly coded. Attendance will continue to be monitored at Sixth Form so try and arrange appointments outside of term time where possible. If an appointment needs to be scheduled during term time, then please try to make appointments when students do not have lessons or tutor time.

We do allow our Sixth Form students to leave site during break time & lunch; however, this is not actively encouraged. We do appreciate the need for time out, but we do ask our students to respect the systems that have been put in place.



CONTRIBUTION



- 1 session per week
- School Community
- Future destination applications

We ask all Year 12 learners to contribute to the life of the school for one hour per week.

Employers & universities are always on the look out for what learners can offer on top of academic success and so they will be signing up to support an area of the College, that might be:

Offering support in lessons or Leading a club or activity.

Tutors look forward to sharing their individual success and expressing this to Universities or employers through their UCAS references.



DRESS CODE

- Smart attire (as outlined in student Guide)
- Lanyards

As a school we have worked closely alongside the Sixth form leadership team to update our policy and so we abide strictly to the published Sixth Form Dress Code. This includes wearing the Sixth Form lanyard and ID at all times whilst on College premises. If for any reason they are lost or accidentally left at home, they should see Miss Magee for a temporary one as soon as they arrive on College site.

We expect our students to present themselves in smart attire. We know that this can be a difficult transition from the uniform that they have worn for the last five years, but please support them in following the dress code. If in doubt, they should check with Mr. Tebbutt, Miss Gallon or Miss Magee prior to making any purchases.

We rarely have breaches of the school's Sixth Form Dress Code, however in the first instance students will be asked to remove item or return home to change or if this is not possible will be asked to work in silent study space out of circulation. We really need your support with our expectations on the appropriate length of skirts and tops.

If we meet these expectations, we would really like to introduce a dress down Wednesdays for all Sixth Form students



DRIVING LESSONS



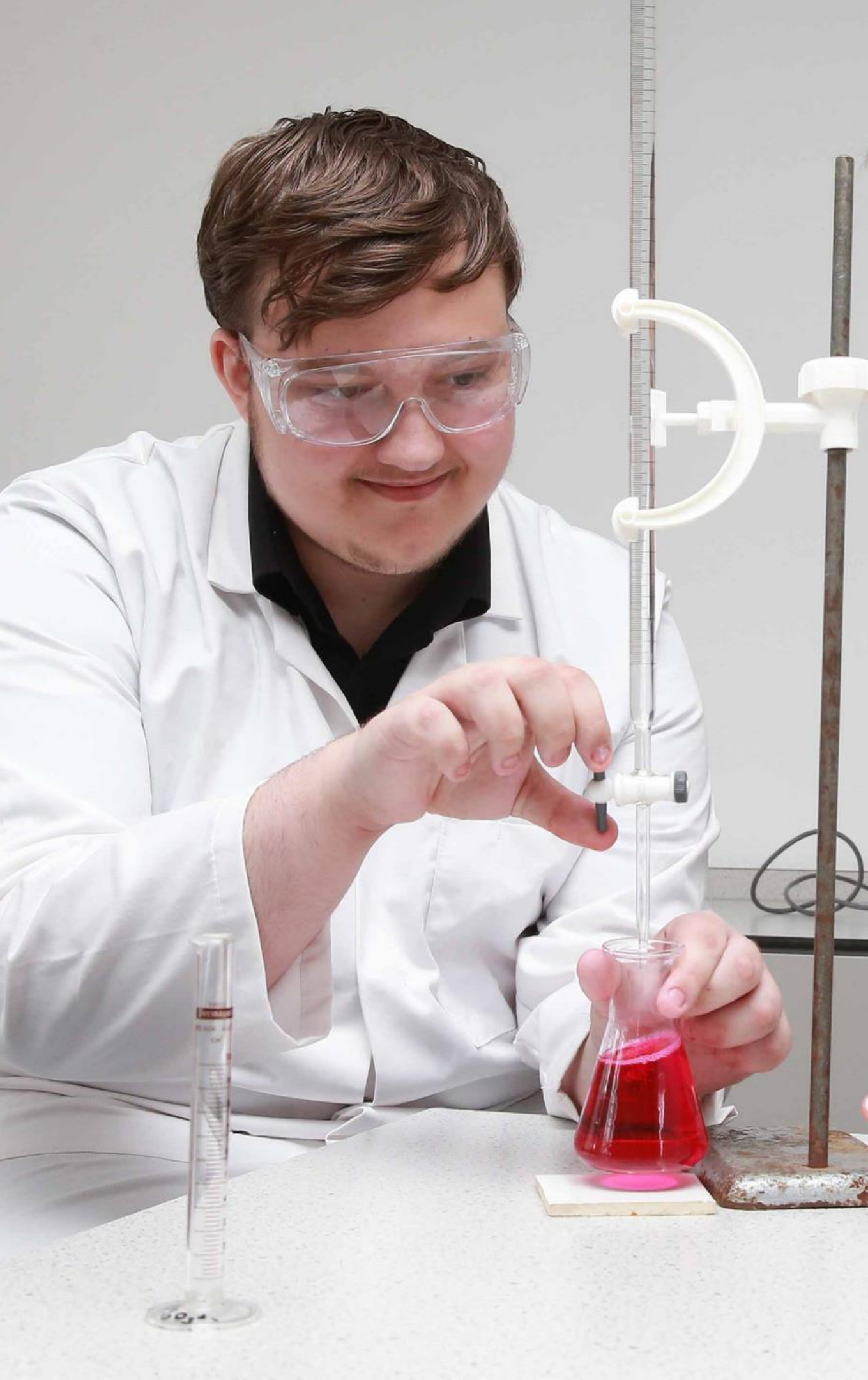
- Independent Study time only
- Vehicle Permit
- Limited parking spaces

Of course, with age comes expense and they may soon be commencing driving lessons.

Again, we encourage these to be taken outside of school hours, however if they must be scheduled during the school day it should be during Independent Study and not during lessons, tutor time or enrichment.

Cars, motorbikes or scooters can be brought onto college site, but they must ensure they have a vehicle permit which are available from our Sixth Form Centre Manager.

We have a limited number of space for all users of the car park, once spaces are full users must park off site. Of course we expect all drivers on site to be safe when driving on & off site.



PART TIME WORK



- Maximum 8 hours
- Evenings & weekends only

We recognise that there are many benefits to students working part-time, but it is important that students do not take on too many hours.

We recommend that part-time employment should be limited to a maximum of 8 hours per week. Research shows that any more than this will have an adverse effect on students' work and their outcomes.

Students should not organise to work during the school day, as in joining the school, they have agreed to be full-time students.

Please ensure students make potential employers aware of this restriction at interview.



PERSONAL DEVELOPMENT TIME



- Supporting Lower School
- Study skills
- Careers and future planning
- Debating and quizzes
- Interform
- 1 to 1 mentoring

One element of Mr. Tebbutts role is ensuring we fulfill the statutory requirements of our personal development programme.

As previously mentioned, this continues to take place daily between 11.50 and 12.20. As it is a timetabled lesson, attendance is mandatory.

Though students can gain so much knowledge through their academic studies, these session really help prepare them for their next steps and adult life. They follow a weekly Programme of activities.

Year 12 have been matched with lower school students and have undertaken training to support in the mentoring of our Year 7 – 9 students.



ENRICHMENT



- Every Wednesday afternoon and throughout independent study
- Range of fantastic opportunities in and out of school
- Rewards

Most sixth form students won't have timetabled lessons on a Wednesday afternoon.

This has allowed us to dedicate time where we can focus purely on enrichment. In this time students can take part in a range of different opportunities and activities all of which can be found in the booklet. Such as:

External guest speakers

EPQ

DofE

Termly Reward Trips

Cooking

BSL

TEFL

Study skills

MOOCs

Activities off site

We have many fantastic staff that are involved in this exciting opportunity, each with their foci. This will allow the students a rich experience where they can continue to learn and develop outside of their academic studies

We want to reward our Sixth Formers for their adherence to the expectations within our student guide and will be arranging trips and experiences for those who are meeting them. This can be an invitation to one of our trips such as bowling and a visit to a theme park, a chance of being acknowledged or winning a prize at one of our celebration assemblies. Also, the chance to earn additional home study.



SUPPORT



- Mentoring & guidance
- Progress reviews
- Subject Intervention
- Independent study guidance
- Target setting
- Communication between student, staff and you!

The Tutors key role is to guide learners & sign post key strategies for sixth form success. We provide a key opportunity for communication regarding student's academic success and dealing with life in general!

Key responsibilities:

- To encourage academic success
- To monitor attendance
- To ensure students work harder
- To help explore what next
- To encourage them to ask for help if they need it
- To help them fight the urges to quit & give up at the next obstacle

Staff are here to support & guide our students to achieve success in a variety of ways, but one of the most difficult things is how to use independent study time:

Great use can be made of this time, such as:

- Exploring past papers
- Wider reading
- Research
- Meeting with staff to gain feedback
- Study skills which will be addressed later &
- Contribution

THE LEARNING AGREEMENT

 Latimer Arts Sixth Form

Learning Agreement

The Learning Agreement aims to establish a clear understanding and mutual expectations between the student, the school and parents/carers.

It outlines the responsibilities and commitments required to support the student's academic success, personal development, and overall well-being during their time in the sixth form. This agreement serves to promote a collaborative and supportive environment, fostering a sense of accountability and commitment from all parties involved.

Student Responsibilities

Attendance and Punctuality:

- Attend School from 8:25am to 3:00pm (except when on time-tabled Home Study).
- Ensure at least 96% attendance to all lessons, 10th Hour, independent study, enrichment and PDP sessions.
- Be consistent and punctual on arrival to the school and all lessons.
- Ensure you or a parent/carer report any absence confirmation as outlined on Pages 6 and 7.
- Ensure you sign in & out when arriving/leaving school as outlined on Page 6.

Academic Commitment:

- Work to the best of your ability in every lesson, independent study in school and at home.
- Aim to reach or exceed target grades in assessments.
- Complete all assignments, coursework, and exams and meet all deadlines.
- Organise work to complete during independent study.
- Seek help from teachers and utilise available resources when needed.
- Ensure mobile phones are only used to support learning during independent study.
- Ensure independent study is completed in designated study areas and ensure that this is completed without disturbing others.

Behaviour and Conduct:

- Behave in a way that is responsible and sets an example to other students.
- Adhere to the school's policies, including the Behaviour, Dress Code & ICT Acceptable Use Policy.
- By responding proactively to guidance & support offered.

Personal Development:

- Engage in extracurricular activities and enrichment programs offered by the school.
- Take responsibility for personal health and well-being, balancing academic and personal life.
- Set personal and academic goals and work towards achieving them.

 Latimer Arts Sixth Form

Learning Agreement

School Responsibilities

Teaching and Learning:

- Provide high-quality teaching and learning experiences, with a well-structured curriculum.
- Offer regular feedback on assignments and assessments to help students improve.
- Create a supportive and inclusive learning environment.

Support and Guidance:

- Offer academic support through 1:1 feedback sessions, and resources.
- Provide pastoral care and mentoring to support students' well-being.
- Guide students in their career planning and higher education applications.

Communication:

- Maintain open lines of communication with students and parents/guardians.
- Inform parents/guardians about student progress, attendance, and any concerns.
- Provide timely updates on school policies, events, and important dates.

Parents/Carer Responsibilities

Support and Encouragement:

- Encourage and support your child in their academic endeavours and personal growth.
- Provide a conducive environment at home for studying and completing assignments.
- Motivate your child to participate in school activities and take responsibility for their learning.

Communication:

- Stay informed about your child's progress by attending SPRE and reviewing reports.
- Communicate any concerns or issues that may affect your child's performance or wellbeing to the school.
- Support the school's policies and reinforce the importance of adhering to the learning agreement.

By signing this agreement, all parties acknowledge their responsibilities and commit to supporting the student's educational journey in the sixth form.

Tutor Signature Date:

Student Signature Date:

Parent/Carer Signature Date:

Please familiarise yourself with the learning agreement. This, for students, contains a lot of what was covered this evening along with our responsibilities as teachers and parents/carers.

It can be found on the [school website](#), and all students have been given one as part of the induction process.

Please look out for a Microsoft form which will ask you to confirm that you have read and accept the contents of it. This will be sent out after this evening.