

Sunday 7th September 2025

Dear Parents and Carers,

Welcome to Sixth Form! As our Year 12 students begin their Sixth Form journey, I would like to take this opportunity to emphasise the importance of making a strong and positive start. The habits and routines established in Year 12 are vital, not only for success this year, but also in preparing for the demands of Year 13 and life beyond school.

A few key expectations will help to ensure that students are in the best possible position to succeed:

Attendance and Punctuality – Excellent attendance and arriving on time at the start of the day and to all lessons, are crucial. Missing even small amounts of learning can have a significant impact on progress, and punctuality reflects a professional attitude that will serve students well in the future. We expect students to aim for **at least 97% attendance or above**; this is good attendance and students will be eligible for rewards that are linked to attendance. We do understand that at times, students may be required to attend medical appointments. Where possible all appointments should be scheduled outside of school hours. However, we understand that this is not always possible. In the event that your child has a medical appointment, please inform the Sixth Form Administrator and provide evidence of the appointment. By doing this we keep your child's attendance accurate and up to date. All Sixth Form students are expected to be in school by 8.40am at the latest. Students who are late will incur sanctions. Students' attendance and punctuality is monitored weekly. Absence can be reported using the **MyChildAtSchool App (MCAS)**. Please see an additional communication regarding this.

Students can leave the premises at lunchtime but they are not permitted to leave at any other time during the school day. Students can use the school canteen and make use of the kitchen facilities and the vending machine throughout the day.

Relaxed Reg - Students will soon be able to access a 'Relaxed Reg' privilege and leave at lunch time if they do not have a period 5 lesson, have good punctuality and are not required by a teacher. This however, is by agreement with the Sixth Form team and dependent upon the individual student and their performance. This privilege is earned and subject to review.

Dress Code – Adhering to the Sixth Form 'business' dress code is about more than appearance; it encourages a sense of community, responsibility and professionalism. We expect all students to take pride in representing our Sixth Form. On a Friday, students can participate in 'dress down' Friday for the cost of £1.

Homework and Independent Study – Completing homework on time and working independently outside of lessons is essential. A Levels and Level 3 subjects require a great deal of consolidation, and students should be reviewing, extending, and deepening their learning beyond the classroom. Research shows that the most successful students (i.e. those that make the most progress and get the highest grades) are doing at least 15 hours of independent study in Year 12 and between 20 and 25 hours of independent study per week by the end of Year 13. Students have access to two study rooms and the school Library during their school day.

Commitment and Attitude – Year 12 sets the foundation for Year 13 and for university, apprenticeships, or employment. A positive, committed approach will ensure that students can achieve their full potential.

Assessment and Feedback - Please see the following Assessment and Feedback schedule and make a note of the Parent/Tutor meeting and Parents' Evening in your diaries.

Date	Event
Each half term	Half Termly PAR (Progress, Action, Response) Assessments in all subjects. These mini assessments help to consolidate students' understanding of the work that half term. The assessment may consist of a knowledge test or an extended question or a mixture of both. These are classroom based and linked to the subject specification. Students' progress can be assessed by the teacher and any gaps in knowledge, the action[s], are highlighted. Students complete a response in order to close these gaps.
Week commencing 13th October	Settling in Report (Effort/Behaviour/Homework)
Wednesday 12th November (3.25 - 4.30pm)	Year 7/12 Parent/Tutor meeting
Week commencing Monday 1st December	Assessment Week 1. Assessments take place in the main Hall. Topic guidance and revision lists sent out to parents and students
Friday 19th December	Report 1 sent home to parents
Thursday 12th February (3:45 - 6.15pm)	Year 12/13 Parents' Evening
Week commencing Monday 1st June	Assessment Week 2. Assessments take place in the main Hall
Thursday 2nd July	Report 2 sent home to parents. Topic guidance and revision lists sent out to parents and students

Alongside their academic studies, students also have access to a wide range of opportunities to enrich their Sixth Form experience and strengthen their personal development. These include:

- **Tutor Time Programme** focusing on Study Skills and Post 18 options
- **Work Experience** - July 2026

- The **Duke of Edinburgh Gold Award**, which develops leadership, resilience, and teamwork skills.
- An enrichment subject, where students can choose to complete an **Extended Project Qualification (EPQ) or study Core Maths**, both highly valued by universities and employers. These are equivalent to an AS Level and carry UCAS points
- The **CoRE Programme**, which encourages reflection on ethics, faith, and values. This is a non examined subject
- Participation in the **Archangel Gabriel Initiative**, through which students support younger pupils in Year 7 and contribute to the wider school community.
- Opportunities for charity work and volunteering, enabling students to give back, show initiative, and develop a sense of responsibility.
- Sporting and other social events such as film afternoons, benchball, basket ball and football to name a few

We greatly appreciate your support in reinforcing these expectations and encouraging your child to take advantage of the many opportunities available to them. Together, we can ensure that your child makes the very best of their time in Sixth Form. We look forward to working closely with you over the next two years.

If you have any questions or concerns, please do not hesitate to contact the Sixth Form team. For further information on any of the above points please visit the Sixth Form section of our website using this link: <https://www.ilsley.bham.sch.uk/sixth-form/>

Many thanks in advance for your support.

Yours sincerely,

Louise Grant

Assistant Head teacher and Head of Sixth Form