

27th January 2023

Dear Parent/Carer,

During our assemblies this week, we have reminded students about some of our very basic expectations, including their business dress, attendance, and commitment to studies. Over the course of the next two weeks, we will be focussing on getting these things right, as we strive to maintain the very high standards we hold in the sixth form.

During form time next week, tutors will be checking students' business dress to ensure any issues can be quickly resolved. By Monday 6th February, we expect any issues with business dress to be resolved and from this date, we will send students home to change should they arrive to school dressed inappropriately. If you anticipate any difficulties with this, please do not hesitate to get in touch. As a reminder we expect all students to wear the following:

- A black blazer – which must be worn to school each day
- A school shirt / blouse. If choosing to wear the shirt, this must be accompanied by a tie
- Plain black, v-neck jumper – if students choose to wear a jumper, this must be worn underneath a blazer and it must be without a logo. We do not allow hoodies
- Shoes – no trainers/trainer style footwear, no boots
- Coats– students can wear a coat to school, this should be removed during lesson time and must not be worn instead of a jacket
- Trousers – business-style trousers only, no leggings
- Skirts – should be a suitable length

Attendance to school remains as important as ever and I remind you that all students should attend from 08:25am each day. Whilst we do allow students to go home at 13:15 when they do not have lessons or supervised study periods, we encourage them to stay in school to complete their revision. Please note that students should not take driving lessons during school time; there is ample time in the afternoon for them to do so.

Whilst we understand many students secure part-time employment during their time in the sixth form, we strongly recommend a maximum of 8 hours per week. We urge Year 13 students to reduce or ideally stop any part-time employment as they prepare for mock examinations; this tends to make a very significant difference to achievement.

We encourage all our students to work a 40-hour week, completing 8 hours of independent work per subject, per week. Whilst most students are already working at this level and we generally very pleased with the progress and attitude of both Year 12 and 13, there are a minority of students who do need to reflect upon the time and effort they are putting in. Where staff have concerns about a students not completing this work, they will issue a BFL3 and the student may be referred to additional supervised study periods.

We would very much welcome your support in reiterating these messages to your child too. As ever, if you have any further questions, please do not hesitate to get in touch.

Yours faithfully



H JENNINGS (Mrs)

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