

# Sixth Form News

## Sixth Form

### Team:

- Mrs H Golla – Head of Sixth Form
- Mrs N Hubble – Sixth Form Student Support Manager

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## Welcome

We would like to welcome the Year 12 parents, and indeed, all new students and parents to Tring School Sixth Form.

We would also like to take this opportunity to say how impressed we have been with the Year 12s; they are an excellent year group.

The time since the release of the exam results seems to have flown by and now all the students are settled into their new subjects and life in the Sixth Form. Thank you for all the support around exam

results and the initial start of term process, which always takes time.

We whole heartedly believe in the importance of good communication between student, parents and school. We are aware that as parents of Sixth Form students, information is not always forthcoming! In order to keep you up to date with Sixth Form information we produce a fortnightly e bulletin and a half termly Sixth Form Newsletter. Also the Sixth Form area of the school website and our area on Moodle has

lots of useful information, for both Sixth Form students and their parents.

We appreciate all the support from parents and are keen to ensure that you are 'in the loop'. If at any time we can be of further assistance we are only too happy to help, please phone or email, we will always arrange a meeting if needed.

In the meanwhile we wish all the students a successful year. Mrs Golla & Mrs Hubble

## Consultation Evenings

Our Parent Consultation Evenings are an opportunity for parents to talk directly to subject staff about how their son or daughter is performing. We will hold our Year 12 Consultation Evening on Wednesday 16 November 4pm-7pm (students should make appointments with all their subject teachers).

Our Year 13 Consultation Evening will be on Wednesday 23 November, details about the evening will follow via letter.

We time the release of our Achievement Trackers within a week/two weeks of the Parent Consultation Evenings. This will provide you with relevant and up to date data to discuss with the subject teachers.

We now have many Year 12 and Year 13 students who also study at Ashlyns School, who we work in collaboration with.

Information on the Sixth Form Parents Evenings at Ashlyns will be made available directly to those

parents and students who need to attend. The Year 13 parents Evening at Ashlyns has already been held in October. The Year 12 Parents evening at Ashlyns will be held on Thursday 10 November 2011.



# Sixth Form Study Hours

Each year we compile and update, a table of study hours: that is, hours that a student should be studying per subject outside of timetabled lessons.

The extra study may include; coursework, homework, extended reading, revision or past examination papers.

For many students, they may have free periods on their timetable which allow them to complete some of these hours. The rest should be completed outside of school. Please note that our two week school timetable totals 50 hours per fortnight. If a student is taking 4 subjects, plus COOL, they will only get approximately 7 hours per fortnight free (each A level = 8/9 hours teaching)

Please be aware that this is a guide and that some subjects, for instance Drama and English, will have 'hotspots' during the year.

As a general rule of thumb we would advise that students who have free periods on their timetable should be studying for 75% of those periods and relaxing for 25%.

We actively encourage our students to become independent learners and to manage their time effectively. Not all students find time management easy and we work in small groups, with those students, to help them create a study timetable for both in and out of school. If you would like your son or daughter to access this,

SUBJECT	YEAR 12	YEAR 13
Applied ICT		5-6 hours
Art	5 hours	5 hours
Biology	5 hours	5 hours
Business Studies	3 hours (minimum)	4 hours (minimum)
Chemistry	5 hours	5 hours
D & T – R.M	3-5 hours	3-5 hours
D & T – G.P	3-5 hours	3-5 hours
D & T – Food Tech	3-5 hours	3-5 hours
Drama	4-6 hours	4-6 hours
Economics	5 hours	5 hours
English	4-5 hours + hotspots	5-6 hours + hotspots
French	4 hours	4 hours
Further Maths	5 hours	5 hours
Geography	4 hours	4 hours
German	4 hours	4 hours
Government & Politics		5 hours
History	5 hours	6 hours
Law		7-8 hours
Leisure Studies	3-4 hours	3-4 hours
Mathematics	5 hours	5 hours
Media BTEC	6 hours + hotspots	6 hours + hotspots
Music	6 hours	6 hours
Music BTEC	8 guided learning hours	8 guided learning hours
Philosophy & Ethics		5 hours
Photography	4 – 5 hours	
Physical Education	3 hours	4 hours
PE BTEC	4 hours	5 hours
Physics	5 hours	5 hours
Psychology	4 hours	5 hours
Sociology	4 hours	5 hours
Textiles	4 hours	4 hours
Travel & Tourism	3-4 hours	3-4 hours

**Useful tip 1:** All examination websites have past exam papers and mock schemes, available to download. We strongly advise that some of these study hours are used practicing exam questions. At A level exam technique is an area that many students find challenging and practice is highly recommended.

**Useful tip 2:** We also advise, where appropriate, revision cards or mind maps for each subject are made after each lesson. So, over the year, students are compiling excellent revision resources

please let us know.

Please note that in our COOL programme for Year 12, we will be running a time management session

where we help all students plan their required r study hours and allocate them alongside any hobbies, part-time work, social life etc. Again this will

produce an 'in school' study timetable and an 'out of school' study timetable.

# Tracking & Monitoring

An integral part of our daily work is Tracking & Monitoring our students. We work closely with Mr Hencken, the Deputy Head teacher, and his team, to ensure we have current data on all students, and then use this as a tool to implement the necessary support.

All students in the Sixth Form have a photo card and are appropriately colour coded.

**How we colour code:** Each student receives an A2 predicted grade in each of their subjects. These grades are derived from a combination of the students GCSE results and their Alis test results (A Level Information System). The two sets of results are combined and compared against students nationally who have also achieved the same or similar scores.

Generally we find this data very useful and valid and it does provide us with a good benchmark. This is not to say the students cannot exceed the predictions, because, of course, they can and to the same extent they can also underachieve.

Teachers will also make their own predictions on the student's ability and all of this data is shown on the Achievement Tracker and Photo board.

<b>Light Green</b>	<b>Students exceeding their potential by 3 or more grades across all their subjects</b>
<b>Green</b>	<b>Students on track or within 1 grade to meet their potential across all their subjects</b>
<b>Amber</b>	<b>Students not reaching their potential by 2 grades across all their subjects</b>
<b>Red</b>	<b>Students 3 or more grades below their potential across all their subjects</b>

**Achievement Trackers** are an invaluable tool in helping staff, students, parents and the Sixth Form Team monitor student progress. Subject teachers work hard to ensure that the information on these documents is as accurate as possible, and they give a clear indication as to how the student is performing and their predicted achievement at the end of the academic year.

Both Year 12 and Year 13 will have an Autumn Tracker issued on 11 November.

Further Achievement Trackers will be issued in the Spring term.

Please note that our Photo board is constantly updated throughout the year, (AS/A2 modules in January and August/Autumn and Spring Trackers/End of year report) identifying those students that we work with as part of our Tracking and Monitoring group; this is very fluid and the Sixth Form Team work with subject staff and Form Tutors to ensure that students optimise their potential.

We cannot stress enough the importance of working consistently hard throughout the year in order to be successful. The step up from GCSEs to AS level is huge, and again there is a significant increase from AS to A2. The best way success is a hardworking ethos throughout Sixth Form.

If you have any concerns at any other time please feel free to contact us to discuss these.

## Year 12 Presentation Evening & Year 13 Awards Evening

The GCSE certificate presentation will take place on Tuesday 22 November – further details regarding this event will be sent to Year 12 parents by Mr Rowland as Key Stage 4 Coordinator.

Year 13 students who have been awarded a subject award for their subject work in Year 12 will also be invited to the presentation to receive these prestigious awards. Parents will be notified directly and invited to the event, should their son/daughter be nominated by their subject teachers for an award. We look forward to welcoming you to the awards evening and will publish the list of winners in a future Sixth Form e-bulletin.

## Parent Mail

This half termly newsletter goes out to the majority of parents electronically, via Parent Mail. If you are reading a paper copy sent via / student post and would like to receive a full colour version via email, and save a tree or two along with postage for the school in the process, then please email [scogger@tring.herts.sch.uk](mailto:scogger@tring.herts.sch.uk)

# Examinations

Hard to believe, but Year 12 students have already completed **6 weeks** this academic year, of their **30 week** AS course. Year 13 students started their A2 courses after they returned from their summer AS examinations. That's 23% of the course!

There are 8 teaching weeks left until AS & A2 modules in January. Examinations start Monday 9 January and finish Friday 3 February, Results for these modules are on Thursday 8 March. (Re-sit deadline for summer retakes of January modules – Monday 19 March 11.30am.)

So that leaves 24 teaching weeks until full summer AS & A2 examinations!

Statements of Entry for the January modules have already been issued to the Sixth Form students; they should ensure that if there are any queries they see Mr Freeman, the Examinations Officer immediately.

Mr Freeman has also posted the schedules for all exams on the school website. Please note that the summer schedule is provisional only, at his time

## Year 12 & 13 Community Help

Tring School is a Humanities College and as such we are keen to support active citizenship and community cohesion.

Once again we have been very impressed with our Year 12 students. The Community Help scheme was originally targeted at Year 13 students, however, the Year 12s have been very keen to get involved. This is fantastic and we are happy for the Year 12s to start this programme

earlier than originally intended.

After the success of last year's community help programme we are once again encouraging students to work towards their bronze, silver, gold and platinum awards:

**Bronze: 20 hours**

**Silver: 35 hours**

**Gold: 50 hours**

**Platinum: 100 hours**

Students log the hours that they have worked on the relevant I-card, once completed, it is handed into the Sixth Form office and the next I-card issued.

The number of projects that our students are involved in is huge: from helping out in lower school lessons, peer mentoring and peer support within school, to helping in departments with lunchtime and after school clubs.

Many of our students help in clubs outside of school, volunteer for charity work, assist in the local primary schools and much more. We will publish a full list of student involvement in the near future.

Well done to all the students who are working hard to ensure they put something back into the community - they are the 'Human' in our Humanities College.

## Driving on School Site

During students time in the Sixth Form the majority will learn to drive and many will use their own cars to get to and from school. Another privilege afforded to Sixth Formers is that they are allowed to bring their cars onto school site for parking.

Unfortunately, this does pose a potential risk to other students if they do not drive responsibly.

We would like to make it very clear that at all times students must drive sensibly, adhering to the speed restrictions and one way system. Any student seen driving irresponsibly will be banned from bringing their vehicle onto the school site. We will not tolerate any irresponsible driving.

## Bursary Fund – Financial Assistance

The new Government 16-19 Bursary Fund will be launched at Tring School this term. It is designed to help young people facing financial hardship stay in full time education replacing the previous scheme known as Education Maintenance Allowance or EMA.

Sixth Form students whose household income is less than £25,000 per annum may be eligible for financial support from the government. Students who believe that they could be eligible should attend an assembly on Thursday 3 November at 8.40am in the Dining Hall, where the full details will be made available.

We will post the Power Point for this assembly on the Post 16 area of the school website and on Moodle after 3 November, but would urge all students to attend who believe that they may be eligible.

# UCAS Applications & Careers

## Year 13

This is a vital, and sometimes stressful, time of year for our Year 13 students who are applying to university, (and probably their parents too). We began work on this process in March of Year 12, and support continues until the students receive their exam results in the August of Year 13.

We set a number of deadlines to assist the students in this process to ensure that they get the best possible chance of receiving offers. Our initial deadline was 30 September, with the final deadline being 30 October. Therefore, by now all students should have completed their Personal Statement, attached it to their application and sent their application off.

When they send their application it does not go directly to UCAS but to the Sixth Form office. It is at this point we begin the rigorous task of checking applications and completing references. If errors are found we send the application back to the student with an electronic message, please ensure that your son/daughter check UCAS on a regular basis for updates.

The process of checking applications and references is extremely time consuming, and therefore students should expect that it takes a further three weeks after they have sent in their application to the Sixth Form Office for it to reach UCAS.

If students are still struggling with this process all the information is on the school website, under the Post 16 area. Additional help can be found on the UCAS website and of course the Sixth Form Team are happy to help at any time.

Sue Atherton has also been working extremely hard with our non university students and offered three specific sessions to support them, (with more to follow in the Spring).

Session 1: Using resources and support within school and external websites

Session 2: Tips for Interviews

Session 3: Do's & Don'ts for completing application forms, short listing and social media marketing

These sessions have been valuable in assisting these students in making decisions regarding their futures. We would like to thank Mrs Atherton for her tremendous support and expertise that she has afforded these students.

## Year 12

It's never too early to start looking at future options in Year 12; We will be talking to all the students in up coming assemblies about opportunities available to them. Many universities run taster courses on some subjects for Year 12 students (see below) and details of these are displayed in the Common Room. The UCAS website also shows details of these opportunities.

Our Careers corner is a wonderful resource available in the Sixth Form Common Room for all our Sixth Form students; it compliments the resources in Connexions and the Learning Centre. There is information available on universities, gap years, further education, careers and job opportunities. If parents wish to use the resources at any time they are very welcome.

## Careers Information

We are delighted to work with Denise Griffiths in Connexions who has provided students with the opportunity to have 'mock interviews'. Many of our Year 13 students signed up for this valuable opportunity and have already participated in this programme, other appointments are arranged. The students are matched with an interviewer who will interview them and then provide feedback on the interview and the student's Personal Statement or their CV. This programme will be drawing to a close shortly, but our thanks go to those who volunteer to interview our students – you add so much value and your time is appreciated enormously by both us and the students.

If you would like to get involved in this programme next year, which runs September – November, please contact Denise Griffiths on [dgriffiths@tring.herts.sch.uk](mailto:dgriffiths@tring.herts.sch.uk)

In addition to Denise we also work with Judy Williamson, a Connexions Personal Advisor, who will guide and support our Sixth Form students with advice and potential pathways to follow after their Sixth Form experience. All Sixth Form students can have access to Judy's advice and guidance. Appointments can be made with her in Connexions

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# Career, HE & FE Opportunities

**Design Your Future 2010 – London ExCel 6 & 7 December 2011 all day:** This event offers a fantastic opportunity for those interested in studying creative subjects to meet face-to-face with universities and colleges offering subjects such as art, design, media, architecture, fashion, fine art, mobile phone technology and many more related subjects. The event boasts around 100 exhibitors, including institutions from all over the UK, who are keen to talk to visitors about courses on offer, including programme content, entry requirements, portfolios and much more. For more details and to book visit [www.ucasevents.com/design](http://www.ucasevents.com/design)

**Dacorum Careers Fair 2010 – South Hill Centre, Cemetery Hill, Hemel Hempstead, HP1 1JB Wednesday 9 November 6pm-8.30pm:** This event aims to inform and inspire students as they plan their futures. Run by the Herts Careers Service, there will be local colleges attending along with some universities and delegates from training organisations who specialise in Apprenticeships. There will also be a range of local and national employers to provide information and advice to students about career paths in their sectors as well as a number of voluntary organisations.

**Workshops:** Nottingham university run overnight conferences during December for students interested in Chemistry, Physics, Forensics, Criminal Law, Veterinary medicine, Business & Management and Physiotherapy. Details at [www.workshop-uk.net](http://www.workshop-uk.net) Four day conferences on Medicine are also run – see [www.medlink-uk.onet](http://www.medlink-uk.onet)

Potential Law and Medicine students may also be interested in preparation courses found at [www.prelaw.org.uk](http://www.prelaw.org.uk) [www.premed.org.uk](http://www.premed.org.uk) and [www.epoc.org.uk](http://www.epoc.org.uk)

**Business & Management Taster for Year 13:** Queen Mary University of London – Wednesday 9 November 10am – 4.15pm This is a one day taster to give prospective undergraduates the opportunity to experience subjects offered as part of a Business Management degree; including Human Resource Management, Marketing, Accounting and Economics. If you are interested please contact Ade Alele at [a.alele@qmul.ac.uk](mailto:a.alele@qmul.ac.uk) Further details on the taster day are available at <http://www.busman.qmul.ac.uk/newsandevent/events/items/46952.html>

## COOL Time

In Sixth Form the traditional PHSE programme is replaced by 'COOL' Time (Careers, Opportunities, Organisation and Life Lessons) The programme is tailored specifically to the needs of 16-18 year old students and is devised and delivered by the Sixth Form Team along with the COOL Time tutors, fortnightly

Year 13 have already received three sessions, this academic year,, on the UCAS process. Alongside these COOL sessions we also ran four Personal Statement workshops to provide guidance and advice on constructing this important document.

Year 12 have had sessions delivered welcoming them to Sixth Form, Speed dating and Relationships.

Speed dating was an opportunity for our 170 new Year 12 students to spend time getting to know one

another – we had nearly 30 students from other schools join us and we often find that friendship groups diversify as students move through Sixth Form.

Students had 90 seconds to ask as many questions as they could of the person opposite before they moved on to someone else – they all thoroughly enjoyed the session and many new friends were made.

Relationships was an entertaining and comedic presentation by an outside speaker, however, it raised many questions and gave the students plenty to think about!

We continue to have an exciting programme for next half term to support our students:

### Year 12

- Drink Driving
- Herts Aid
- Time Management and Revision

- Chlamydia

### Year 13

- Driving with Grace
- Drug Awareness

We know that all these sessions are very relevant, however, should you have any ideas to enhance the programme, or indeed any questions about COOL please do not hesitate to contact us at any time.





**Speed Dating Sixth Form Style!**



## Student Emails

All our Year 12 and Year 13 students have school email accounts that can be accessed either whilst in school or from home via the school website. Much information is sent to the students using this communication tool – work and homework deadlines set by subject teachers; information on university, career choices, relevant information, dates and deadlines by the Sixth Form Team, indeed many members of staff will email Sixth Form students. Students can also contact staff via this means, if they have been unable to see them in person.

It is the student responsibility to check their emails on a regular basis to ensure that vital information is not missed – indeed, this Sixth Form Newsletter will be going to the students via their email!



# Attendance and Home Study

Attendance is monitored closely throughout the year and has a direct effect on academic achievement. Our expectation is 95% or above.

We review attendance at the end of every month and contact parents where appropriate. Indeed, we will be sending out letters to parents where student attendance is currently under 90%, we will be meeting with these students and reviewing their attendance at the end of the Autumn term.

Please could we politely remind parents that the school should be contacted on the morning of any absence. If students are visiting universities or attending interviews they should notify their Form Tutor or the Sixth Form Office.

Driving lessons should not be arranged in school hours, they may be taken after 1.20pm if the student has Home Study that day for period 5. We appreciate that with driving theory and the actual test that this may not be possible.

Students should try, wherever possible, to arrange appointments for when they do not have lessons. They need to obtain a signed slip from their Form Tutor or the Sixth Form Office and ensure they sign out at reception.

Holidays should not be arranged in term time.

Home study is a privilege for all Sixth Form students and is in place to encourage independent study in preparation for life after Tring School. Year 12 may take Home Study period 5 and Year 13 period 4 and period 5 only if they are free. Students must ensure that they sign out at reception when they leave school, during school hours. The only exception to this rule is if students have just one lesson period 1 or just one lesson period 5 on a given day; on these occasions students just come in for their single lesson.

We greatly appreciate all parental support with regards to attendance, the improvement last academic year was very significant, we couldn't do it without you!

Full details on attendance and Home Study and attendance can be found in the student planner and on the Post 16 area of the school website.

## Senior Sixth Form Students

We would like to congratulate the following Year 12 students who have undergone a rigorous application process to secure positions on the Sixth Form Committee.

- Jack Roberts
- Danny Goodall
- Ele Gray
- Georgina Mortimer
- Georgia Garside

Jack, Danny, Ele, Georgina and Georgia have already begun working with the Year 13 Sixth Form Committee members organising social events for our students and we wish them every success in these senior Sixth Form roles.

## Year 13 Leavers Committee

Chloe Seabourne is spear heading the Year 13 Leavers Committee and has taken on the responsibility of organising the Leavers Book and Leavers Hoodies for the Class of 2012.

The work for these fabulous mementos has already begun and Chloe is ably assisted by Tamara Piggott, Rebecca Williams, Hollie Clark and Charlotte Van Rhee. The Leavers committee will be launching their ideas for the Leavers Book in an assembly this half term but are open to any suggestions and ideas from Year 13 students.

Surveys will be circulated this half term and orders for the Leavers Book, along with a deposit will need to be placed by early 2012. Further details will follow in future Sixth Form Newsletters

## Key Dates for the next half term

Thursday 3 November	Assembly for Year 12 & Year 13 students eligible for Bursary fund – Dining Hall 8.40am
Friday 4 November	Presentation Evening – Year 14 – A2 certificates – Desborough Hall – 7.30pm for 8.00pm
Friday 11 November	Year 12 & Year 13 Trackers issued
Wednesday 16 November	Year 12 Parents Evening
Tuesday 22 November	Year 12 GCSE Certificate and Year 13 awards presentation
Wednesday 23 November	Year 13 Parents Evening
Thursday 24 November	Year 12 Assembly – Dining Hall 8.40am
Tuesday 29 November	Post 16 Information Evening for Year 11 students 7.00pm
<b>December</b>	
Thursday 1 December	Year 13 Assembly – Dining Hall 8.40am
Thursday 8 December	Year 12 Assembly – Dining Hall 8.40am
Tuesday 13 December	Christmas Celebration Assembly – Year 12 – Desborough Hall 8.40am 
Thursday 15 December	Christmas Celebration Assembly – Year 12 – Desborough Hall 8.40am 

## New Member of the Team

We would like to take this opportunity to introduce and welcome Mrs Vicki Wilson to our team. She was successfully appointed as Sixth Form Administrator and has started with us this week. We are delighted to have her joining us

## Final Words

We are constantly striving to ensure that we give students, and their parents, the best possible Sixth Form experience, if there is information that you would like to see in forthcoming newsletters or on the Post 16 area of the school website, please do not hesitate to contact us: [sixthform@tring.herts.sch.uk](mailto:sixthform@tring.herts.sch.uk)

We ensure that we make regular contact with all our students, be it through our Year 12 and Year 13 assemblies and COOL time, half termly Year assemblies, focus groups and individual meetings. Our door is always open to the students.

We look forward to working with you throughout this academic year, and again we would like to reiterate our full support and best wishes to all our students for a successful academic year.

Mrs Golla and Mrs Hubble

