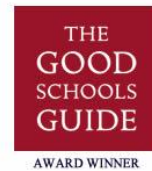




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January 2020

Dear Parent/Carer and Student

I hope you all had a restful break and are returning to school refreshed and ready for the new term.

This term is a crucial term. Life and routines in the sixth form are now well established and vital work will be done for the A level/BTEC courses, as well as for the progression exams in the summer term.

Progression exams

I would like to follow on from my communications from last term and clarify about the progression exams. These exams are vital as they ensure progress on to year 13 of the course for your son/daughter's chosen subjects. These exams are not to be taken lightly. Any student failing to reach the required grade in these internal exams will be required to resit on Wednesday 2nd September. Any concerns about your son/daughter's progress should be addressed to the subject teachers at this stage, with a copy to the form tutor.

Holidays and absence in term time

Thank you for adhering to our policy of not taking your son/daughter out of school and on holiday in term time. You may be aware that both for apprenticeship and university applications we are asked not only to comment on attendance and reliability but also to give official confirmation of attendance records in many cases. There are many compelling reasons why you may wish to take your holiday in term time, but I would ask you, bearing this in mind, not to do so. Also, making up lesson content by copying up notes, is rarely satisfactory. We are committed to our students having regular face to face contact with their subject teachers in accordance with our sixth form and whole school policy and with their timetable demands.

Driving lessons

Please note these must take place outside of lesson time.

EPQ

We are delighted our EPQ lessons and programme is once again underway for students who have taken up this valuable and enriching option. I have sent an email to all EPQ students today explaining their EPQ commitments for the next two weeks

Work Experience

I hope by now your son/daughter has secured a work placement for 13th – 17th July. As with attendance, this is also something we comment on in our reference writing. Please check your son/daughter has organised this already. Any queries should be directed towards the form tutor in the first instance.

Role of the form tutor in the sixth form

Please can I ask that if you have initial queries about your son/daughter's life in the sixth form, you address these to the form tutor. The form tutor meets regularly with the students and is the first point of contact. I have outlined below a list of key contact points for your son/daughter as well key dates over the coming months.



Future planning for life after Sackville School

I hope both parents/carers and students will attend our futures evening on Thursday 23rd April at 5pm. Further information will follow shortly about this event.

Yours sincerely



Mrs H Valentine
Head of Sixth Form

Contact points:

Pastoral issues and initial queries - Form tutor (see below)

Attendance (illness) - Mrs Barden (abarden@sackvilleschool.org.uk)

Administrative queries - Mrs Plumb (jplumb@sackvilleschool.org.uk)

Work Experience - Mrs Rooke (erooke@sackvilleschool.org.uk) and form tutor (see below)

UCAS (university) queries - Ms Bach, UCAS coordinator (cbach@sackvilleschool.org.uk)

Other queries - Mrs Valentine (hvalentine@sackvilleschool.org.uk) and Mr Watson (jwatson@sackvilleschool.org.uk)

Form tutor email addresses:

12MBH Mrs M Bush - mbush@sackvilleschool.org.uk

12LBE Mr L Byrne - lbyrne@sackvilleschool.org.uk

12JCK Mrs J Carrick - jcarrick@sackvilleschool.org.uk

12ACR Mr A Coomber - acoomber@sackvilleschool.org.uk

12ADT Ms A Dewhirst - adewhirst@sackvilleschool.org.uk

12FLD Mr F Langford - flangford@sackvilleschool.org.uk

12ITL Mr I Tyrrell - ityrrell@sackvilleschool.org.uk

Key dates:

Friday 31st January 2020 – Monitoring grades and reports issued to parents and students

Tuesday 25th February 2020 – Higher Education Fair at Surrey University

Wednesday 18th March 2020 – Safe Drive, Stay Alive presentation at Chequer Mead

Thursday 26th March 2020 - Compulsory PSHE event - outside speaker Bridget Kendall, former BBC Diplomatic Editor and Master of Peterhouse College, Cambridge

Thursday 23rd April 2020 – Higher Education and Futures Fair at Sackville

Thursday 30th April 2020 – Year 12 Parents' Evening

Monday 29th June – Friday 2nd July 2020 – Year 12 Progression Exams