



Together in the Pursuit of Excellence

April 2025

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Dear Student / Parent / Carer

As the Spring Term has drawn to a close, we would like to congratulate our students on the way they have approached their studies so far. The attention of our Year 12 students now shifts towards the step up to Year 13 and the Year 12 Progress Examinations. These commence on Monday 28 April and continue until Friday 9 May (some students may also have external examinations for certain coursework-based subjects in the Summer Term). In the run up to the Summer Term we would like to make you aware of some key information.

Students will be informed when their Progress Examinations are by their class teachers as they will sit these examinations in their normal classrooms, in one of their double lessons during the Progress Examination window. With now only a few weeks to go, it is essential that all students continue to be completely focussed on preparing for these examinations. This includes taking advice from their teachers on the most effective ways to revise which encompasses memorisation, completing retrieval tasks and past papers and handing these in for marking; using web-based platforms to aid revision including Uplearn, Everlearner, Tutor 2 U etc., and attending any extra revision sessions that staff are putting on. Students who study coursework-based subjects should also take advantage of any extra coursework catch-up sessions that may be organised to support them.

Students who do not pass their Progress Examinations will have to re-sit them after a period of intervention and may ultimately be asked to restart courses in September (if they are struggling in one or two courses) or resit Year 12 if they still struggle to pass their Re-sit Examinations in all of their courses.

Secondly, we will soon be recruiting for our next Senior Student Leadership Team, advertising positions such as Head Student, Deputy Head Student, Student Leader, and some paid positions too. These roles within our school provide students with the opportunity to utilise communication, teamwork and leadership skills, develop self-confidence and to do something positive for the school and wider community – being able to talk about such positions also enhances performance in personal statements and interviews for university and job/apprenticeship applications. We will ask students to submit their applications after the Progress Examinations on Tuesday 13 May, with interviews being held on Wednesday 11 June and Monday 16 June.

On **Wednesday 4 June** from 1pm – 3pm, Year 12 students will be required to attend an assembly where we will introduce the UCAS application process and explain how to write a personal statement, focussing on the new requirements for the 2026 application cycle.

On **Wednesday 25 June** we will be holding a UCAS and Apprenticeship Preparation Day where students will be given time to complete UCAS applications, CVs, letters of application and Personal Statements with the support of the Sixth Form Team.

Year 12 students will be on Work Experience from **Monday 7 July – Friday 11 July**. Students are expected to organise their own placements wherever possible, but they will be supported by the Sixth Form Team to find placements if they are struggling to secure one on their own. Students who have not organised their work experience for this week will be expected to be in school. Employers will liaise with the Sixth Form

Team with regard to attendance to work experience and we will contact parents/carers if students have not attended sessions. If students are ill during the week of work experience, they should contact school and the employer to inform of any absence.

On **Tuesday 15 July** we will be holding a Mentoring Day for Year 12 students. Students will be invited to attend a 20-minute meeting with their Form Tutor or a member of the Sixth Form team. They will review academic progress in Year 12 and discuss their plans for Year 13 and beyond. Parents/carers are invited to join their child at the meeting, (more information to follow nearer the time). Students will not be expected to be in school for the remainder of that day but attendance at the meeting is compulsory and is a condition of progression into Year 13. Individual mentoring appointment times will be communicated to students directly (face to face and / or via email / Teams). It is each student's responsibility to confirm their appointment time if they are unsure.

Students finish for the summer break on Friday 18 July.

The Form Tutor continues to be your first point of contact if you have issues or queries concerning your child but please do not hesitate to contact us if there is anything you wish to discuss about the arrangements for the Summer Term.

Yours faithfully



Miss J Boulton
Assistant Headteacher



Mr P Franklin
Assistant Leader of Sixth For