

2025/2026



Devizes Sixth Form

PARENT/STUDENT

HANDBOOK



Devizes School Sixth Form Handbook

We take great pleasure in extending a warm welcome to you at Devizes School Sixth Form. Whether you have been a part of our KS4 program or are joining our school for the first time, we are confident that your sixth form experience will be a stimulating, inspiring, and fulfilling journey.

This handbook serves to outline our high expectations of you, along with the privileges and opportunities available to all students in our sixth form. By perusing this handbook, we hope to address any queries you may have and amplify your enthusiasm for embarking on the next phase of your education with us.

At Devizes Sixth Form, we emphasise the attainment of exceptional academic standards while fostering a caring and responsible attitude within our school and the broader community.

Throughout the next two years, you will receive outstanding support, both in terms of your learning and personal growth. We recognise the link between your well-being and that of the school and wider community. By nurturing mutual trust, respect, consideration for others, and a healthy sense of enjoyment, we ensure that your time in the Sixth Form is both fruitful and pleasurable. We eagerly anticipate providing you with guidance and support in the years to come.

Mr Benjamin Chamberlain, Head of 6th Form

THE SENIOR SIXTH FORM TEAM

The Sixth Form Pastoral Office is open from 8am - 4pm Monday to Friday

School Address: The Green, Devizes, SN10 3AG

School phone number [01380 724886](tel:01380724886)

Communications

To ensure effective communication, it is essential that you maintain regular email contact with your teachers and the Sixth Form team. If you were previously enrolled at Devizes School, you will retain your existing email and system login credentials. For new students, these details will be provided to you during the first week of the term. Feel free to configure the login information on your personal devices to access email and MS Office online.

Checking your email daily is an expectation, as it serves as our primary means of reaching out to you with important opportunities, news, and pertinent information. Additionally, please bear in mind that we typically contact home via email. Therefore, we kindly request that you encourage your family members to regularly monitor their email and inform us promptly of any changes to their email addresses. We minimise the use of physical letters and encourage you to take responsibility for maintaining contact with the school.

Homework assignments are communicated through Show My Homework, and it is crucial that you check this platform regularly. If you encounter any difficulties accessing your emails or SMHW, please do not hesitate to approach the Sixth Form Pastoral Manager or directly contact the ICT Helpdesk for assistance.

We will also be using the MS Teams platform in some subjects, again this should be checked daily throughout the working week.

THE SCHOOL DAY AND TERM DATES

<https://www.devizesschool.co.uk/calendar>

ORGANISATION

You will have the privilege of being taught by dedicated subject specialists who are deeply committed to assisting you in reaching your maximum academic potential. In most cases, multiple teachers will be involved in your education, allowing you to benefit from a diverse range of expertise.

There is a key element to succeeding at the A level: effort. Effort can be measured within the classroom, but in the sixth form, your work ethic outside of lessons plays a vital role in positioning you for success. The 50:50 mantra emphasises dedicating equal time to your subjects during lessons (6 x 50 minutes) and to your independent study outside of lessons (an additional 6 x 50 minutes). This expectation differs significantly from GCSEs, where you might typically receive one homework assignment per week, totalling an hour per subject. However, please do not worry, as you will receive substantial support from your tutor, teachers, and senior sixth form team to help you successfully transition to A level study.

During your study time, it is expected that you engage in focused and purposeful studying within the designated study areas. By choosing to study at Devizes, we anticipate that you will embrace the additional independence and flourish in your learning. Failure to meet these standards may result in the need for supervised study or further disciplinary actions, as outlined in our sixth form code of conduct (please refer to the end of this booklet).

ATTENDANCE

Signing In/Out

In September, you will be issued with an ID card and lanyard. Your ID card includes a photograph of you, and this allows staff to easily identify you as a Sixth Form student. You will also use this ID card to sign in/out of Sixth Form.

You will need to sign in before you go to tutor. If you remain on our main site, you can stay signed in, however, as soon as you plan to leave site you must sign out. This includes leaving site to attend lessons at Melksham. The signing in/out system is used in the event of a fire bell and to inform attendance. It is therefore incredibly important that you use this system correctly; if you remain signed in whilst off site, and we do have an emergency situation in school, we will look for all unaccounted for students meaning that members of staff or the emergency services will enter potentially unsafe buildings, putting themselves at risk.

If you forget to bring in your ID card/lanyard, you can get a temporary replacement from the Sixth Form Pastoral Manager. You must do this before you attend tutor.

Being on site as well as their lessons, sixth form students must attend tutor registration and assembly each morning at 8.30am even if they do not have lessons Period 1.

Sixth Form students are entitled to leave the premises at break times and lunch times as long as they respect the shops they visit and the surrounding areas, and they do not arrive late for lessons. Students must sign in when they arrive on site and sign out when they leave as mentioned previously within this handbook. Please be aware that any student who leaves the premises at break time, lunch time or during lesson times does so at their own risk and the school will not be held responsible for any injury or personal damage that occurs when students are off site at these times.

Lessons and Study Sessions finish at the bell, there will be no waiting in reception 5 minutes before the end as this causes disruption for the office staff.

STUDENT ABSENCE

All students should aim for high attendance to tutor time and lessons to give themselves the best chance of achieving success in the sixth form. Where a student's attendance becomes a cause for concern, the attendance flowchart will be enacted – please see the code of conduct pages at the end of this handbook for further details.

• Illness/Unplanned Absence

If you are unable to attend school for an unplanned reason, you must phone or e-mail on each day of absence before 8.30am to inform the school explain the reason for it. Please use our dedicated absence email to report any absences: attendance@devizes.wilts.sch.uk. If you wish to speak to someone about an absence rather than emailing, please contact the Sixth Form Pastoral Manager.

• **Planned Absence** It is sometimes appropriate for students to have permission to be absent to pursue activities which are in the interests of their academic or personal development. Activities such as visits to university open days, participation in sporting competitions, driving tests (but not lessons) are such examples. In such cases permission must be sought from the Sixth Form Pastoral Manager so that absences can be recorded as approved. It will be necessary for the student to explain the importance or relevance of the activity and to ensure that they have planned to cover any work that will be missed because of the absence. Failure to keep up to date with work commitments could affect later permission to attend similar activities. Please note such activities may still count as an absence in some cases, though it will be an approved rather than an unapproved absence.

• **Medical and Other Appointments** Students should always strive to make medical appointments outside of the school day. This is usually very straightforward. If this has not been possible or it is an emergency the student may be given permission to leave by the Sixth Form Pastoral Manager. Subject teachers should also be notified, and work should be collected. If a student has multiple medical appointments, they may be asked to provide medical appointment slips before these absences are approved.

• **In the event of illness occurring during the school day and the subsequent need to go home**, a student must inform the Sixth Form Pastoral Manager, who will decide if it is necessary for them to go home, and if so that they are well enough to get themselves home. If the Sixth Form Pastoral Manager is concerned about your ability to get home safely on your own, she will contact parents/carers to arrange for you to be picked up. There are going to be days when you feel under the weather; you need to make a judgement call on whether you can come into or remain in school.

• **Holidays during term time** Students are not expected to take holidays during term time. If holidays are to be taken in term time, please be aware that absence for any reason is liable to have severely detrimental impact on progress and learning. Also note that holidays taken in term time will count as absence in any future report or reference. To receive permission for a holiday during term time a form must be collected from the Sixth Form Pastoral Manager. All absence requests will be referred to the Headteacher but please note that approval can only be given in exceptional circumstances and in line with Government regulations. For ease of reference, the table shows what are authorised and unauthorised absences. This list is not exhaustive so we encourage students to check with the Sixth Form Pastoral Manager or their tutors if they are unsure whether a planned absence will be approved.

Authorised Absences

Hospital / medical appointments

A need to look after someone for whom they have caring responsibility

A religious holiday

University Open Day/Interview

Appointment with a Careers advisor or in relation to a WEX placement

Approved extra-curricular event that may also reflect a significant level of personal achievement

A driving test

Attendance at a funeral

Repercussions of poor attendance or poor behaviour

Attendance Intervention Table

Stage	Reasons	Actions
Monitoring	- Student's cumulative attendance drops below 97%. - Student misses timetabled lessons for invalid reasons.	- Verbal warning to student from mentor. - Parent contacted by tutor to discuss concerns. - Referral to S Dunbar to discuss barriers to attendance.
Early Intervention	- Student's cumulative attendance drops below 95% and Stage 1 actions result in no improvement in two weeks.	- Support letter sent home by D6 Leadership team. - Letter contains a summary of concerns and expectation of improved attendance. - Enforced timetable 'lockdown' for a minimum of one week. All study sessions to be recorded and monitored
Stage 1 Action	- No improvement after two weeks at the next review. - Attendance remains below 95% or drops below 95% for the second time.	- Stage 1 letter sent home from D6 Leadership team. - Attendance action plan written with student, monitored for a fortnight. - Phone call home every day attendance is missed. - Enforced timetable 'lockdown' for a minimum of one term. - Student cannot self-report absences—only parents/guardians.
Stage 2 Severe Action	- No improvement according to agreed timescale. - Attendance remains persistently below 90%.	- Meeting between D6 Leadership team, parents, and student. - Support Plan (PSP) implemented. - Phone call home every day attendance is missed. - Enforced timetable 'lockdown' until improvement. - Withdrawal of exam funding unless attendance target is achieved (costs to be covered by student/parent).

Behaviour and attendance

While we will always work to ensure all students are fully supported, we do have structures in place for maintaining high levels of behaviour and attendance. If the interventions of the table above do not resolve a student's behaviours or attendance, then the school reserves the right to charge for examinations. Please see below from the governments 16-19 Funding model:

Institutions can apply reasonable conditions of attendance and completion of work to qualify for free examination entry.

ii: institutions can charge for examinations and resits as follows:

- where the required attendance or completion of work has not been achieved.
- where the student fails without good reason to sit the examination for which the institution has paid.

Studying at Melksham Oak

Some students may be required to take a minibus over to Melksham Oak for their studies. If you are taking a subject which will require travel this will be arranged for you prior to your first lesson. The bus will leave at specific times of the day; it is your responsibility to ensure you are there on time. If you are late to the bus your attendance will be affected whilst you are expected to catch up on work ready for your next lesson and email to apologise whilst asking for work. The expectations of work are the same whether you are in the study zone in Melksham, as they are in Devizes. You are an ambassador for our school, please present yourself in this manner too.

If you have passed your driving test and plan not to use the bus anymore, please make sure you the Sixth Form Team know so we can update the bus registers. There is a new drivers form that must be completed, this will show you have permission to drive and which passengers you are permitted to take.

If you are not on the bus register you will not be allowed to get onto the bus or travel to the Melksham Oak Campus unless previously arranged with the Sixth Form Team.

Students may stay at either Campus during study sessions; the resources are shared.

STUDY AREAS

All study areas are accessible to you from 8am to 5pm when you do not have lessons.

Main Study Area (downstairs): This spacious study room is equipped with desks and computers for your use. While it is not a designated silent zone, it is intended as a quiet workspace. Working in small groups is acceptable if noise is kept to a minimum, as we aim to foster a positive and purposeful environment for everyone. Headphones may be worn, but playing music aloud is not permitted. Please note that socialising and eating food are not permitted in this area during lesson time. Phones must be switched to silent mode and stored away.

Learning Loft: The learning loft provides a more relaxed environment for group work and reading. You can eat and make drinks here. You should always be aware of others who do use the space for working quietly.

Organisational skills play a vital role in achieving success at the A level. While your tutors and teachers will provide support in the initial weeks of Year 12, here are some simple steps you can take to effectively manage your workload:

Promptly record homework and coursework deadlines as they are assigned. By doing so, you can stay on top of your work and avoid sudden overwhelming situations that arise from poor time management. Try using your own system as well as relying on Show My Homework.

Maintain a single folder with dedicated sections for each of your subjects. This will eliminate the need to carry multiple folders every day. Ensure you have separate subject-specific folders at home as well. Consider color-coding each folder and use dividers to divide them into sections based on topics. Regularly transfer your notes from the everyday folder to the appropriate subject folders.

Always date every page of your notes. This simple practice will prove invaluable if your files become disorganized and you need to re-establish order. Some students have started taking pictures of their notes as a back-up.

If you use a laptop to make note regularly print them and file them, or file them on an external drive as they will be checked from time to time.

Identify the exam board for each subject and download a copy of the syllabus. Familiarise yourself with the topics you will be studying and take note of the assessment objectives outlined in the syllabus.

By implementing these organisational strategies, you can effectively manage your workload and set yourself up for success at the A level.

THE ENRICHMENT PROGRAM

Throughout your time in Sixth Form, you will have numerous opportunities to engage in our enrichment program, which aims to help you develop essential skills, broaden your experiences, and boost your confidence. These experiences will also provide valuable material for your university, apprenticeship, or job applications. We offer a diverse range of options for you to participate in during your first year in Sixth Form. Additionally, our tailored awards scheme will recognise your efforts, engagement, and attainment of specific milestones.

- Volunteering is an excellent way to contribute to our wider school community, acquire valuable life skills, and foster personal growth. Volunteering forms a fundamental part of our school ethos, and in year 12 you may offer your services to school events like staffing the SHED or taking part in the Challenges abroad scheme.
- Peer mentoring is a fantastic opportunity to support students in the lower years (KS3). You will spend dedicated time each week engaging with a student, offering guidance, and lending a compassionate ear. Your own experiences in the lower

school and ability to empathise with these students have proven incredibly beneficial in their development.

- Massive Open Online Courses (MOOCs) are free online courses offered by respected educational institutions and universities. These courses are available to anyone and offer a wide range of subjects to choose from. You can select a course related to your current studies, the subject you intend to pursue at university, or your future career aspirations. Engaging in a MOOC will enhance your subject knowledge, providing valuable material for your university applications, apprenticeship prospects, or future job applications.

By participating in our enrichment program, you will gain valuable skills, broaden your horizons, and enhance your prospects. We encourage you to take full advantage of these opportunities during your time in Sixth Form.

IT Device Use Policy

Purpose

This additional policy outlines the rules and expectations for students using personal IT devices (laptops, tablets, smartphones, etc.) on school premises. The aim is to maintain a safe, respectful, and distraction-free learning environment while allowing responsible use of technology. This policy will cover both school sites and any journeys taken between sites.

This policy applies to all Sixth Form students bringing personal IT devices onto school grounds for educational purposes

Personal Devices – Use at Your Own Risk

Students bring personal devices to school entirely at their own risk. Devices School is not liable for any damage, loss, or theft of personal IT devices. Students are responsible for keeping their devices secure and protected.

Acceptable Use of School Wi-Fi

Personal devices may connect to the school Wi-Fi for educational purposes only.

Activities such as streaming non-educational content, gaming, or accessing inappropriate websites are prohibited.

Any attempt to bypass network filters or access restricted content will be treated as a serious breach of this policy.

Safe and Considerate Use

Personal devices must not disrupt lessons, school activities, or other students' learning.

Devices should be on silent mode and used only when permitted by teaching staff.

Students must not unplug school-owned desktop PCs or equipment to charge their devices.

Students should check the quality and state of any chargers and devices to reduce the risk of fire

Use of Devices with Cameras (Photos & Videos)

Any device with a camera must have camera functions disabled (Hide Camera Mode) while on school premises.

Students are forbidden from taking any photographs, videos, or audio recordings anywhere on site.

No images, videos, or recordings of students, staff, or the school environment may be taken, shared, or uploaded online. Unless staff have given permission for academic purposes.

This applies to social media, messaging apps, websites, and cloud services.

Breaches of this rule will be treated as serious misconduct and may result in disciplinary action.

Privacy and Safeguarding

Personal device use must always respect the privacy and safety of all students and staff.

Recording, sharing, or distributing content without consent is a violation of privacy laws and school safeguarding policies.

Any concerns regarding misuse should be reported immediately to a member of staff.

Consequences of Misuse

Any breach of this policy may result in:

Confiscation of the device.

Loss of privilege to use personal IT devices in school.

Disciplinary action in line with the school's Behaviour Policy.

In serious cases, involvement of external agencies.

STUDENT LEADERSHIP TEAM

The Student Leadership Team plays a pivotal role in fostering leadership at all levels within Devizes School. During term 6, all Year 12 students can apply for a position on the Student Leadership Team. Once selected, the Student Leadership Team serves from term 6 of Year 12 until the beginning of the exam season in term 5 of Year 13. They represent the school and student body at various public events throughout the year, including Open Evening, Awards Evenings, Sixth Form options evening, and perform specific role-related tasks.

General Responsibilities of the Student Leadership Team:

What does the role involve?

- Acting as a representative for the school during parent tours and visits from special guests.
- Collaborating as part of the Student Leadership Team.
- Public speaking at events and addressing inquiries from guests.
- Serving as ambassadors for the school at events, providing tours, and sharing their enthusiasm with prospective parents and community members.
- Contributing to the 6th Form community by organizing and leading events.

Would this role suit me?

To excel in this role, it is recommended that you possess one or more of the following attributes:

- Confidence
- Enthusiasm
- Motivation
- Reliability
- Organisational skills
- Punctuality
- Teamwork abilities
- Ability to connect with various stakeholders
- Active listening skills and the ability to articulate ideas
- Effective communication skills with confidence in expressing oneself

By joining the Student Leadership Team, you can contribute to the development of leadership within the school community while enhancing your own skills and personal growth.

TUTORING

The Sixth Form is divided into tutor groups consisting of approximately 25 students. Throughout your time in the Sixth Form, you will remain with the same tutor, ensuring consistent support and care. It is highly encouraged that you establish strong and positive relationships with your tutor, as they are available to provide guidance, advice, and support in any way possible.

The Tutor Programme is a vital component of your Sixth Form experience, with morning tutor time holding great significance. During these sessions, you will receive valuable information, advice, and guidance on a wide range of topics, including A-Level study skills, personal finance, and the application process for university or apprenticeships. These sessions are designed to support your academic studies while fostering your confidence beyond the school environment. The sessions will link with the key aspects of PSHE and Careers education.

In addition to the tutor programme, there will be bi-weekly assemblies and friendly competition among tutor groups. We place a high value on tutor time, and it is expected that all students be present and ready for tutor time at 8:25 am. Non-attendance will be addressed promptly to ensure the utmost benefit for all students.

DRESS CODE

Our dress code allows Sixth Form students to have the flexibility to wear smart casual clothing whilst remembering that they act as role models for younger students and are at a place of learning. It is intended to provide a comfortable learning environment whilst projecting an appropriate image to Devizes School's visitors, outside professionals and younger students. We are pleased that our dress code is regularly reviewed in a collaborative manner involving staff and students. Students should be dressed in smart casual clothing in the sixth form. Rather than specify items of clothing that can or cannot be worn, we ask students to use their own judgement to decide what is suitable for a school environment. Further details relating to the dress code can be found in our code of conduct pages at the end of this handbook. The dress code illustration is available on the school website and is used as a reference point for checks.

MOBILE PHONES AND LAPTOPS

Sixth Form students carrying mobile phones should use them appropriately at the right times and in the right places. For the benefit of everyone working in a teaching and learning environment, Sixth Form students must support the following arrangements:

- Mobile Phones should be turned off during 'formal' situations, e.g. tutor time, lessons, guided study time study, etc.
- Mobile Phones should not be taken into examination venues under any circumstances.
- If you do bring a mobile phone into school, look after it very carefully and keep it safe. It is your responsibility. If it is lost on the school site, this is your responsibility.
- Students may only use mobile phones in the Sixth Form Centre areas and must not use them where they can be observed by lower school students.

Laptops Students may choose to bring devices into school to complete work but please be aware that this is done at your own risk. You can connect to our free WIFI network and will be given details of how to access this in September. Our Acceptable Usage Policy, which all students sign, covers expectations of use. There are computer resources within Sixth Form so that you do not have to bring your own laptops into school if you prefer not to. Other electronic devices (e.g. headphones) are brought into school at students' own risk.

TRACKING PROGRESS

Progress through the Sixth Form is closely monitored. Target grades for achievement at A Level are set early on in Year 12. Progress towards these target grades is closely monitored throughout the Sixth Form by a regular review process

with the emphasis being on individual subject help and support. Exams Information A Levels are usually a 2-year course, and students sit exams at the end of Year 13.

EMPLOYMENT AND WORK EXPERIENCE

Part Time Work

The Sixth Form recognises the value of having a part time job. The extra money, the experience and the skills learned are all useful to you. Problems occur when students work too many hours or during unsociable hours. We advise that you spend no more than 10 hours paid employment per week and these should be outside the school day. Any increase on this is likely to result in your attainment and attendance suffering. Students may not undertake paid employment that prevents them from attending any school function. This includes, but is not limited to, all timetabled lessons, extra-curricular activities, evening meetings and social functions. Students that do not adhere to this requirement are in contravention of the Home School Agreement that all students sign upon entry to the school (a copy of which is available at the back of this handbook).

As such, students are recommended to arrange for paid employment to commence at a time that allows them to attend any after school commitments and arrive at work in good time. Opportunities throughout the year there are some opportunities for students in Sixth Form to work for the school, supporting events and activities. Details of these and other activities which come to the attention of the Senior Sixth Form team will be sent out to students, who will be invited to submit an application.

WORK EXPERIENCE (WEX)

Work Experience is seen as an excellent way to gain a valuable first-hand insight into careers, finding out what is suitable for you (as well as what might not be!). It provides a better understanding of the world of work and gives you an experience of interacting with life outside of school. Through such experiences, you develop your interpersonal skills and demonstrate a seriousness and foresight that others, against whom you might be competing, may not have shown. Getting a placement Securing a placement is not easy, but the effort will be worth it. Our Careers Advisor will help if you would like support finding an opportunity and they have access to a large database of contacts.

We encourage you to start the process of arranging your placement as early in the academic year as possible to have the best chance of securing the right opportunity. In all cases, it is the quality of the placement that counts. Be prepared to think laterally: for example, lots of medical schools suggest that they would rather offer a place to someone who has worked in a hospice for six months on a voluntary, part-time basis, than someone who secured a day shadowing a surgeon. The important thing is that placements generate lots of genuine reflection, i.e. different lessons that have been learned about the qualities and skills needed in a particular profession.

Being Role Models and Ambassadors: Setting the Standard

As students in Devizes sixth form, you hold a unique position within our school community. Not only are you embarking on the final stages of your secondary education, but you also have the privilege of being role models and ambassadors for the younger students who look up to you. This role comes with great responsibility, as you have the power to inspire, guide, and shape the experiences of those who are following in your footsteps.

Leading by example is at the core of being a positive role model. Your actions, both inside and outside the classroom, are constantly observed by younger students who aspire to reach the level you have achieved. When you exhibit dedication, enthusiasm, and a strong work ethic, you highlight the qualities that are essential for success. By consistently demonstrating these attributes, you provide a tangible model of how to navigate challenges and strive for excellence.

As sixth form students, you are entrusted with upholding the values and culture of our school. You act as ambassadors, representing not just yourselves, but the entire institution. Your conduct should mirror the values we hold dear "Do More, Expect More, Be More." By embodying these principles in your interactions with teachers, peers, and younger students, you contribute to a positive and nurturing environment that fosters growth and mutual respect.

Striving for excellence is not just about academic achievements; it encompasses every aspect of your life. Your behaviour, punctuality, teamwork, and the way you treat others all contribute to the standards you set. By maintaining high personal standards, you demonstrate that success is not only measured by grades but also by the character you exhibit. Remember that younger students are observing how you handle challenges, manage your time, and collaborate with others – these actions will shape their perceptions of what it means to be a successful student.

Being a role model and ambassador is not a title to take lightly. Your actions and choices have a lasting impact on the younger students who look up to you. By leading by example, upholding our school's values, and modelling the highest standards, you can shape a positive and inclusive school culture.

LOOKING AHEAD: Preparing for Your Future

If you are considering applying to university, remember that applications should be submitted during the autumn term of Year 13. While many students might still be uncertain about their career paths, we are dedicated to assisting you in making informed decisions during your time in the Sixth Form.

Starting early can significantly impact your journey towards your desired course or job. Even if you have a specific career in mind, it is highly recommended to consult our Careers advisor for a comprehensive understanding of the requirements to achieve your ambitions.

The references your tutors write will play a crucial role in your applications to future employers or higher education institutions. To ensure a glowing recommendation, it

is beneficial to cultivate positive relationships with your teachers. If you are engaged in noteworthy activities beyond school, do not forget to inform your teachers so they can include these in your reference.

Take full advantage of the resources available to you, including our careers library (Learning Loft) and extracurricular opportunities. Our dedicated Careers advisor, along with our tutors, is here to provide individualized assistance with career choices, UCAS applications, and apprenticeships. Should you find yourself uncertain about your future path, our Careers Advisor is ready to offer guidance and insights.

The path to Higher Education may seem distant and overwhelming, but rest assured, the journey is more manageable than it appears. Your tutor and the Sixth Form team will offer consistent guidance. University representatives will visit to provide insights, and you will even have the chance to visit a university yourself. Moreover, specialised UCAS application workshops in Year 12 and Year 13 will aid you in completing your applications.

Keep in mind that ruling out higher education or university prematurely is not advisable. Gather all the information you need, experience it first-hand, and then make an informed decision when the time is right. Until then, stay open to possibilities and stay attuned to countless opportunities.

As you look ahead, remember that the choices you make today will shape the path you walk tomorrow.

<https://www.devizesschool.co.uk/sixth-form/dress-code>

FAQs

Q. I want to change subject, is this possible?

A. Students are allowed to make changes to their subjects within the term of Year 12; this decision is not taken lightly. Your decision will have to be made by the end of September. However, the Sixth Form Team and/or the new courses Head of Faculty will make the final decisions on any changes. If you are thinking of dropping a course after September, you should still speak to your tutor or teacher who can help with any alternatives or guidance to get back on track.

Q. I am behind on work; how can I get any help?

A. It is easy to fall back on work and even easier to ignore it; you must not do this. We want to see students prove the Be More mentality expected in Sixth Form and resilience is a significant factor of this. All staff at Devizes are willing to help but students must show responsibility for their own education, one way to do this is to speak to staff. Make sure to talk to your subject teachers, your tutor and anyone from the Sixth Form Team.

Q. I am having personal problems; I am really struggling- what should I do?

A. We are fortunate enough to have a KS5 Pastoral Lead within Sixth Form. They can provide guidance and signpost students towards the help they may need. All the Sixth Form Team and your tutor will be available to help any student that is feeling overwhelmed and needs support, regardless of the topic.

Q. What is the bursary?

A. Students who have a low household income, can apply for money from the government to pay for educational supplies, trips, and other school items. See your pastoral manager for details.

Q. I have no idea what I want to do after Sixth Form- who can help me?

A. Tutors and the Sixth Form Team have a wealth of knowledge which may help you begin to consider your next steps. We have also invested into further careers advice and guidance through UniFrog. This service provides careers quizzes, free short courses on potential subjects you are interested in and to explore different work experience and university opportunities.

Q. Can I leave site during the school day?

A. Students are allowed to leave site at both break and lunch time. All students must be back on time for the next lesson even if they have a Study Session. Students who persistently arrive back at school late will have this privilege taken from them and will have to bring food in from home or buy it at the school canteen. No student is allowed out of school during lessons unless it has been prior agreed by the Sixth Form Team. A new policy we have implemented is that all Year 12s will be given 1 Study Session a week where they can work off site, whilst Year 13s are given 2. These periods will be designated by the Sixth Form Team and not swappable. These privileges will be taken from students if they are not up to date with their work or persistently late returning or abused in any way.

Q. I have started to learn how to drive, can I book my lessons during school time?

A. Students are allowed to use one Study Session a week for their driving lesson. We would advise that students try to book their lesson at 2pm if they are planning to have two-hour lessons. No student will be allowed to book their driving lessons over tutor time or in timetabled lessons. At least a day before the lesson a student should show proof of the lesson to one of the Sixth Form Team who will authorise the absence. Please note, the Sixth Form Team can revoke this privilege if academic studies are not up to teachers' expected standards.

Q. I have lost my lanyard- what should I do?

A. You must alert your pastoral manager immediately. All students are required to always have their lanyard on them during the school day. If it is lost, you will have to pay a small fee for a replacement. Whilst a student is waiting for the new card they will not be allowed off site during break and lunch as they will have no means of signing in or out of the school site.

Q. Can I leave my books and other equipment at school?

A. Yes, please speak to pastoral manager about hiring a locker. Please note there are a limited number of lockers, you may be put on a waiting list.

Q. I have a lesson at Melksham Oak/ Devizes Campus, how do I get there?

A. There will be a minibus running to and from Melksham throughout the day. The timings you should use the bus will be told to you by the Sixth Form Team.

Q. I want to run an event to raise money for charity or to bring some fun into the Sixth Form- can I?

A. Absolutely. If you would like to organise an event speak to the Student Leadership Team as they may be working on something similar or more than happy to help set up a new event with you.