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October 2nd 2020

Dear Parent/Carer

Re: Year 12 update

It's been great to have Year 12 back in the routine of lessons and learning and can I say that they have started fantastically well in their subjects, long may this continue. There are lots of things happening this term that affect the rest of the year for them so I wanted to bring you up to speed with the headlines.

Covid-19 restrictions – please refer to the letter sent out recently about the requirement to wear masks around the school outside of classrooms/study centre. There are hand sanitisers positioned around the school for students to use as and when they want, including in all classrooms and the study centre.

Assessments – the first round of assessments take place in lessons next week. These are to gauge the initial progress and to offer some feedback to students, as well as teachers and parents, on the next steps they need to take to reach or maintain A Level standard of work. As a guide, students should be completing 20 hours of work a week outside of lessons if they are to achieve their potential. This includes using their study periods effectively as well as work at home after school and weekends. To support Year 12, they can use the study centre after school each day (from 3.25 to 5pm) where they will find it quieter to work and will be able to access computers. I have found students who make this a regular routine find they are better organised and feel they are on top of their work from the start. This leads to lower levels of stress and a healthier work/life balance all the way through the year and into Y13. Experience shows that if you fall behind in A Level studies it is extremely hard to catch up, considering the amount of knowledge needed to take on board for each course.

Remote learning - To further support learning for all, resources to support any students having to stay at home for Covid or other reasons, are available on SharePoint and accessible by all students via their Office365 account. Show My Homework also continues to be the place where teachers signpost homework. We have also had students who have had to stay at home for a few days attend lessons virtually where the teacher has linked up with the student via video so they can take part in the lesson from home. We are looking at how we can extend this or something similar in future for all subjects. To further support this, can you let us know if access to IT is an issue that may prevent you from supporting this by contacting us on sixthform@trinitysevenoaks.com.

EPQ – All Year 12 students have now had a chance to plan the area they are going to complete their project on. There are regular lessons on the timetable where Dr Barford is able to support Year 12 with progress toward completing this and I would urge students to take on board any feedback given and as mentioned above, stay on top of the work and aim to complete the vast majority of their report before the end of Y12, leaving Y13 to focus on their A Level subjects on the run up to the final exams.



Uniform – this continues to be a topic of conversation between tutors and students. At the start of the year I sent out guidelines for uniform and the vast majority of students have taken this on board. There are a few students for which changes still need to be made. The principle behind our uniform policy is that it prepares students for working in an adult environment. To this end Form Tutors will be contacting parents to inform those who need to alter their uniform what the issue is and what needs to be done about it. As a reminder I have attached the uniform code so that all students and parents are clear of expectations. Following the half term break, we will be tightening up in this area and may be asking students to go home to change if we feel they have not taken on board the guidelines set out. We will give them a chance to do something about it but following this initial warning, action may be taken. I will be making this clear to all students in the next week or two so they have time to act. We will be contacting home where necessary.

UCAS and careers – UCAS is the process of applying to university and this has already started with initial destinations being gathered for Year 12 and appropriate support being planned. Regardless of whether students are planning to go to university or pursue an apprenticeship/work-based training, we require all students to set up their UCAS account and enter their details. This will enable us to write high quality references for any organisation that requests one. We also continue to send out opportunities for university experiences and apprenticeship fairs and resources so please involve yourself with this process and look through the resources we send out together so you are aware what is going on and can support where possible. We have a number of things lined up to support students in this area, again most of which is uploaded to the school website ([Link: Curriculum>Careers](#)). The first of these is a University & Apprenticeship Fair on Wednesday 4th November between 12pm and 6pm. We will be asking all Year 12 students to sign up for this and attend on the day during periods 4 and 5. From here, students will hopefully be starting to narrow down a shortlist of universities or a range of apprenticeships they would like to focus on and start to gather more detailed information.

Parents' Evenings – we are currently looking at how engagement with parents is going to work. You will be contacted again about how this will look in the near future but if you have specific issues you want to raise in the meantime then please contact the Form Tutor or subject class teacher.

Apologies for the length of letter to you but I don't want to miss anything. Please feel free to contact your child's tutor or one of the team if you need anything else clarifying. I am really looking forward to supporting Year 12 on their journey through Sixth Form and have mapped out some key milestones below so that we can all do the same.

Key dates for the year:

- W/C 5th October – Year 12 first assessment week
- Wednesday 4th November – University & Apprenticeship Fair (online)
- Week of 25th January – Year 12 assessment week 2
- Monday 8th March – Head girl/boy and prefect application process begins
- Monday 19th April – UCAS process starts – personal statements begin
- Week of 21st June – end of Year 12 assessments

Yours faithfully

Mr R Shaw
Head of Sixth Form

