



The Sixth Form

at Harrogate Grammar School

Excellence For All

6 September 2019

To Parents/Carers of all students in Year 12

We would formally like to welcome all Year 12 students to the new school year. We look forward to working with students and parents/carers in a way that we hope best serves their interests and effectively shapes their future.

All parents and carers are warmly invited to an information evening on **Wednesday 18 September**, from **7.00pm – 8.00pm in The Forum**. Parking will be available in the school car park, plus there is extra car parking in the overflow car park behind the former nursery building. We hope to clarify the information within this letter and address any queries that you may have. We value your support and look forward to a successful year.

We fully recognise the impressive efforts and outcomes that students achieved at GCSE Level in order to secure their place in the Sixth Form. Sixth Form students have achieved 57% A*- B at A Level (the highest value added progress score in the last 4 years) and we look forward to our new students contributing to this success. Now that students have completed the first week of term, we thought you would appreciate some information about the arrangements for Year 12.

A Level and BTEC

These qualifications require a full two-year commitment before final examinations at the end of Year 13.

Successful students adapt to the intensity of A Level study through hard work and a willingness to take increased responsibility for their own learning. We welcome your support in helping to establish an effective routine of independent study outside of school. A typical timetable contains free study periods and many students use these for independent study. Whilst students have been allocated supervised private study, we recommend that students go beyond this with additional independent study throughout the day. Ideally, in addition to this, **16 hours per week** should be set aside for home learning, assignments, supplementary reading and revision.

Progress and Support

The Sixth Form is divided into small tutorial groups. Each group has a Tutor who will work closely with your son/daughter to discuss and monitor progress throughout the year. The Sixth Form Leadership Team will also give guidance lessons on topics such as study skills, time management, learning strategies and revision techniques. These will be supplemented with advice on careers and university applications.

We carefully monitor student progress and keep you informed through four progress reports, a parents' evening and end of year internal examinations. The Year 12 parent's consultation evening takes place on **Tuesday 3 December** between **4.00pm – 7.00pm** although parents can discuss their son/daughter's progress at any time by appointment or on the telephone. Our Deputy Director of Sixth Form, Mrs Vincent, and Student Support Manager, Mrs Jackson, should always be the first point of contact for any pastoral concerns for both students and parents. Please contact via: Mrs Vincent ljev@harrogategrammar.co.uk, Mrs Jackson cjj@harrogategrammar.co.uk.

Progress is monitored within the school against students' statistical target grades. This provides students and parents with a basis upon which to measure academic progress and helps highlight success.

Parents may wish to note that school has access to a range of confidential services, such as counselling, and a referral can be made by contacting the school.

Additionally, the school has a Student Adviser based in Sixth Form, Dr Gregson who can provide guidance on career and higher education options. He is available via szg@harrogategrammar.co.uk. In the summer term, students participate in a range of progression events in preparation for future applications. In addition, our independent Careers Adviser, Mrs Tunstall, will be available each Tuesday to see Sixth Form students by appointment for careers advice. Mrs Tunstall can be contacted via atunstall@harrogategrammar.co.uk.

Routines and Expectations

- We look for high levels of attendance and will contact you if there is an unexplained absence via email.
- If at all possible, medical and dental appointments need to be made outside school time.
- Students register daily with their tutor at 8.50am.
- Students are required to sign in and out at break and lunch times via our electronic Inventory system.
- Please call Mrs Reed (01423 535236) or email tar@harrogategrammar.co.uk before 10am in the case of illness so that staff can be informed.
- If a student is ill during the school day, they must report to Sixth Form Reception who will make an assessment as to whether they should remain in school.
- It is important that students do not take on excessive commitments out of school that are likely to impinge upon their study time.
- **Students are issued with an ID badge and lanyard and this must be visibly worn at all times to help safeguard all members of our community.**
- The dress code is detailed in the student handbook and all students are expected to follow this code. **All students are required to wear a blazer to school, and trainers are not permitted. We thank you for your support in upholding the dress code.**
- In Year 12 students are expected to study in school from 8.50am to 3.30pm Monday, Tuesday, Thursday and Friday. School finishes on a Wednesday at 2.35pm. Students may only apply for home study in Year 13 after the successful completion of Year 12.

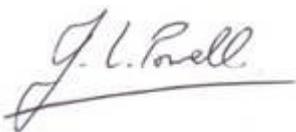
Sixth Form Bursary

Students may apply for a bursary which aims to help and support students who face the greatest barriers to learning. The eligibility and application procedure can be found on the school website or from Mrs Reed in the Sixth Form Reception.

We look forward to working with you and your son/daughter in a way that best serves their interests and effectively shapes their future.

Please do not hesitate to contact the school if you require any information throughout the year via 01423 535235 or via sixthform@harrogategrammar.co.uk

Yours faithfully



Mr J Powell
Director of Sixth Form



Mrs L Vincent
Assistant Director of Sixth Form