

Our Ref: OFA/ DGS/ CBY
13 June 2016



Dear Parents/Guardians

RE: Arrangements following completion of Year 12 work

We are now approaching the end of the 2016 exam season, along with the final submission date for BTEC assignment work. As a result your son/ daughter is likely to have completed the first year modules/ units of the qualifications they are currently undertaking. With this in mind subject staff are now introducing second year work to students, which means that lessons will continue to take place for year 12 students until the end of term. If your child is considering making a change to their current programme of study, this will be discussed with them during enrolment into year 13 in September once examination results have been published. In the meantime they are required to follow their present timetable.

During the current transition from first year to second year work there are some important events that your child is likely to be involved in. First is our annual Higher Education Week, which this year starts Thursday 23 June 2016 due to staff training days. This event involves a five day programme of activities, workshops and talks from visiting speakers on university life and the university application process. All students are required to participate in the event up until Wednesday 29 June 2016, as the first few days cover key details about university applications, whilst addressing popular misconceptions about university education. Those who wish to apply for a place at university next year will be invited to continue with the programme of activities until Friday 01 July 2016. Those who do not wish to apply will be required to go back into lessons as normal. As such, Higher Education Week should not affect attendance to sixth form.

Secondly, we have year 12 work experience week during week commencing Monday 04 July 2016; an opportunity that I first wrote to you about in February. If your child is not undertaking a work experience placement during this time they are required to continue attending lessons as normal throughout the week.

Please do not hesitate to contact me if you require any further information regarding the arrangements and events set out in this letter.

Yours faithfully

D Grimes

Mr D Grimes
Senior Leader for Sixth Form

