

**Welcome to SJSF
Base School Carre's Grammar School**

The Sixth Form Team

Mrs D Hickmore	Director of Sixth Form (RCT)	Sixth Form Office
Mr B Pickard	Head of Year 13	Sixth Form Office
Mr R Smith	Head of Year 12	Sixth Form Office
Mrs Y Edwards	Sixth Form Administrator	Sixth Form Office
Mrs T Williams	Examinations Officer	School House
Mr J Green	Director of Finance / Bursary Advisor	Finance Office - KSHS
Mr I Scholefield	Work Experience and Careers Coordinator and Advisor	Room 25
Mr G Ahmed	Sixth Form Tutor 6.1	Room 28
Mrs E Benney/Mrs S Bence	Sixth Form Tutor 6.2	Room 39
Mr P Mawditt / Mrs K Seymour	Sixth Form Tutor 6.3	Room 27
Mr J Robinson	Sixth Form Tutor 6.4	Room 15
Mrs J Livsey / Mr D Johnson	Sixth Form Tutor 6.5	Room 26
Mrs A Hobbs	Sixth Form Tutor 6.6	Room 16
Mrs B Ditton / Mrs K Carpenter	Sixth Form Tutor 6.7	Room 10
Mr B Rooney	Sixth Form Tutor 6.8	Room 43
Mr M Clare	Sixth Form Tutor 6.9	Room 36
Miss T Mills / Mrs S Clare	Sixth Form Tutor 6.10	Room 38
Mrs S James	Sixth Form Tutor 6.11	Room 11
Mrs R Brooks	Additional Educational Needs	School House
Mrs P Clapham	Student Support Mentor	School House
Mrs S Manley	Student Support Mentor	School House
Mrs P Warhurst	Student Support Mentor	School House

The Academic Day

The timing of the academic day is slightly different at Carre's and Kesteven and Sleaford High School to St George's Academy, but this will not affect your ability to be punctual to lessons at either school.

	Carre's and KSHS	St George's Academy
Registration and Tutor time	08.45–09.05	08.45-09.05
Period 1	09.10-10.10	09.05-10.05
Period 2	10.15-11.15	10.10-11.10
Break	11.15-11.35	11.10-11.30
Period 3	11.35-12.35	11.30-12.30
Lunch	12.35-13.35	12.30-13.20
Period 4	13.35-14.35	13.20-14.20
Period 5	14.40-15.40	14.25-15.25

Please note that at SGA Period 1 begins at 9.05am. If you have lessons Period 1 at SGA you must register at Carre's with your tutor at 8.45am and then make your way to SGA.

Please note that after lunch lessons at SGA start at 1.20pm. Lessons start at 1.35pm at Carre's and KSHS.

Attendance is a Key Factor for Success

Mrs Edwards email: yvette.edwards@carres.uk

Telephone 01529 302181

Students must register in person with their tutor at 8.45am each day. Attendance will also be electronically recorded at every lesson at both Carre's, KSHS and SGA, and a central Record of Attendance is kept for every student in the Sixth Form. **Attendance is expected at all lessons including Supervised Private Study, Extended Project, Wednesday afternoon enrichment sessions and Friday morning assembly.** All students must also attend whole school assembly on Monday morning unless they have a period 1 lesson at KSHS or SGA.

If you have a genuine reason for absence your parent/carer must inform Carre's main school office before 10.00am by telephone or email on each morning of absence. The office will pass this information to Mrs Edwards, Sixth Form Administrator. If we have not been given a reason for your absence by 10.00am then Mrs Edwards will contact your parent/carer to find out if the reason for your absence is genuine. On your return you must give Mrs Edwards a letter of explanation from your parent/carer.

Students cannot miss lessons for a driving lesson – this would be an unauthorised absence, but students can have absence authorised for a driving test.

It is important to note that most references for employers/Higher Education require data about attendance and punctuality. It is therefore essential to maintain an excellent attendance record that we may refer to upon any requests for a reference on your behalf.

An attendance and punctuality check will be made weekly and if this gives us cause for concern your parent/carer will be informed and it is likely that the Sixth Form Discipline Code will be used.

Time Out of School for Driving Tests, University Open Days, Work Experience and Planned Medical and Dental Appointments

If you take time out of school for a medical/dental appointment, university open day, interview, work experience or sport activity which has not been arranged through the school you must inform Mrs Edwards in the Sixth form office and collect, complete and return a green 'Leave Request' form which should be signed by your teachers and parent/carer. This ensures that your subject teachers are aware, in advance, of your absence from their lesson.

Support and Guidance

The Role of the Tutor

All Year 12 and 13 students meet every morning with their tutor, who is the first contact for any concerns arising through your school work or any other issues. Your tutor will encourage and support you throughout your time in the Sixth Form. Your tutor will be your academic and pastoral mentor and will monitor your attendance and progress. Your tutor will also encourage you to become involved in all aspects of school life and to take up extra curricular activities. They will be one of the people you could turn to if you needed advice, including career and Higher Education advice. When termly tracking grades are published you will meet with your tutor to discuss your progress and your tutor will help you to draw up a plan of action to ensure that you achieve your full academic potential. Your tutor will be responsible for writing your reference when you apply for university, employment, apprenticeships etc.

Student Support Mentors

We have three Student Support Mentors who are here to support Sixth Form students. They offer personal counselling, advice and help with study skills. Sometimes we encourage students who have encountered problems to seek help from the Student Support Mentors. Sometimes students choose to ask for help themselves. The mentors are always there for you. You will be invited to visit the team in School House and meet the staff with your form group at the start of Year 12.

Work Experience and Careers Advice

We strongly encourage Sixth Form students to be involved in work experience, especially that which is relevant to their future career plan. Many Sixth Form students choose to arrange a work experience placement during Wednesday afternoon enrichment sessions. If you are planning a career in, for example, medicine, veterinary medicine, nursing, teaching, or physiotherapy you will find that it will be almost impossible to secure an offer at university without some relevant work experience.

All Year 12 students are expected to arrange, and carry out, a work experience for one week at the end of the Summer Term. Dates are Monday 13 July – Friday 17 July 2020. Students should begin to plan for this as soon as the academic term starts in September.

Mr Scholefield is the person who has responsibility for careers / work related learning. If you have arranged a work experience placement you will need to fill in the appropriate form. This can be collected from Mr Scholefield and returned to him when complete.

If you wish to find out more about work experience opportunities available during your time in the Sixth Form you should speak to Mr Scholefield.

If you wish to book an appointment with a member of careers advisory team, who come into school on a regular basis, you should speak to Mr Scholefield.

16 – 19 Bursaries

The 16-19 Bursary is a limited, discretionary fund made available for supporting eligible young people with the costs of transport, books, educational visits or other course materials or equipment essential to successfully completing their programme of study. If at anytime during the Sixth Form you are suffering financial hardship, please speak to Mr Green, Director of Finance, to discuss the possibility of applying for an appropriate bursary.

There are specific financial criteria that apply in order to receive a bursary and students will need to provide evidence in support of their application. The bursary payments will be dependent upon a student meeting the Sixth Form expectations regarding academic work, behaviour and also maintaining a minimum of 90% attendance at morning registration and lessons.

Sixth Form Dress Code

The dress code for all Sixth Form students is based on smart business wear. Sixth Form students are very important role models for our younger students and it is an expectation that all students are smartly dressed. If a student's appearance is not acceptable, he/she will be required to go home to change.

It is an expectation, for safeguarding, that all Sleaford Joint Sixth Form students wear the **SJSF purple lanyard** around their necks **at all times**. These lanyards are provided by the

base school. If a student loses their lanyard the school will replace the first time but the student will be asked to pay for the next replacement. The cost of replacement will be £2 for a full replacement, £1 for a card reprint or lanyard ribbon replacement and 10p for a replacement card holder.

For girls:

- A tailored jacket with a choice of trousers, skirt or dress. The fabric should not include tight / stretchy material, denim, corduroy or leather.
- Skirt/dress length should be appropriate for professional wear.
- A smart shirt or top of any colour.
- No strappy tops or those that show midriff or cleavage.
- Appropriate smart shoes. (Shoes with excessively high heels, trainers, canvas shoes, flip flops, beach sandals, Doc Marten boots or Ugg-style boots are not appropriate and should not be worn).
- In colder weather a smart cardigan or jumper worn under the jacket is optional.
- No hoodies, either under or over suit jackets.
- Subtle make-up and a small amount of jewellery will be permitted. No facial piercings or tattoos should be visible. Hair should show no extremes of style/fashion; if dyed, it should reflect a natural colour.

For boys:

- A suit i.e. a tailored jacket with trousers. The fabric and colour of both items should be the same, and not include leather, denim, corduroy or tight / stretchy material.
- A smart shirt of any colour.
- Sixth Form tie – available from Carre's main office.
- Smart shoes (no trainers, sandals, canvas shoes, flip flops, Doc Marten boots).
- In colder weather a smart cardigan, jumper or waistcoat worn under the jacket is optional.
- No hoodies, either over or under jackets
- Jewellery should be discreet and hair should show no extremes of styles/fashions; if dyed, it should reflect a natural colour. No facial piercings or tattoos should be visible.

The Headteacher reserves the right to make a decision about the suitability of a student's dress. Students may be sent home if their dress is considered unsuitable.

Sixth Form Expectations and Code of Conduct

- Maintain high levels of attendance (over 95%)
- Year 12 must remain on the school premises other than at break and lunchtime and when travelling between Carre's, Kesteven and Sleaford High School and SGA for lessons
- Attend all lessons punctually. This includes Supervised Private Study, Enrichment, General Studies, Extended Project
- Adhere to the expectations of Dress Code
- Adhere to the school ICT code of conduct
- Accept responsibility for your own learning with the support of your teachers
- Complete all work to the required standard by the required deadline by using your time, in school and at home, effectively
- Students who have been absent must ensure that all missed work is followed up in liaison with subject teachers
- Act as a positive role model for younger students and behave in a manner which is expected of a Sixth Form student

- Get involved in extra-curricular activities, enrichment and leadership programmes to improve your key skills
- Respect the individual rights of all members of the school community and be involved in activities within the community
- Demonstrate collective responsibility for leaving the Sixth Form Workroom, conservatory and garden in a clean and tidy state
- Ensure all work submitted is your own. Please see explanation of plagiarism on the following page.

Plagiarism

Plagiarism involves taking someone else's words, thoughts or ideas and trying to pass them off as your own. This includes downloading and submitting work taken from the Internet. Other common forms of plagiarism would be using quotations without attributing their source or passing off the ideas of others as if they are your own. Plagiarism does not have to be word for word theft of material but a "close imitation of another's work".

Plagiarism is a form of cheating which is taken very seriously and ignorance cannot be used as an excuse. If plagiarised work is submitted to the examination board there are very serious consequences, both for the individual student and examination centre – either Carre's Grammar School, Kesteven and Sleaford High School or St George's Academy. If a teacher finds that a student's work has been plagiarised, the school will impose very serious sanctions upon the student.

The **examination board regulations** state that:

- The work which you submit for assessment must be your own
- You must not copy from someone else or allow another candidate to copy from you
- Referencing - If you use the same wording as in a published source, you must place quotation marks around the passage and state where it came from. This is called referencing
- You must make sure that you give detailed references for everything in your work that is not in your own words

If your work is submitted and it is discovered that you have broken the regulations one of the following penalties will be applied (decision will be made by the examination board):

- The piece of work will be awarded zero marks
- You will be disqualified from that unit for that examination series
- You will be disqualified from the whole subject for that examination series
- You will be disqualified from all subjects and barred from entering again for a period of time.

Do not think you will not be caught; it is easy for markers (and your teachers) to spot plagiarism. Markers can spot changes in style and use of language. Markers are highly experienced and familiar with work on the topic they mark – they will no doubt have read the very same sources you have used! Internet search engines and computer software can match phrases or pieces of text with original sources.

Discipline Procedure

The Sixth Form Discipline Procedure is based on the system used in the workplace. It is a four part system. Students should be aware that the vast majority of our Sixth Form students complete the two years without being placed on the Discipline Code. However, students should also realise that failure to meet the expectations that we have for Sixth

Form students regarding attendance, work ethic, behaviour, dress code and effort will result in the Discipline Procedure being used.

Stage 1. An official verbal warning will be given by Mrs Hickmore, Director of Sixth Form. A letter will be sent home to explain that a verbal warning has been issued.

Stage 2. A written warning will be given by Mrs Hickmore, Director of Sixth Form. A copy of the written warning will be sent home.

Stage 3. A written warning will be given by the Headteacher. A copy of the warning will be sent home.

Stage 4. Headteacher's review. A review of the student's place within the Sixth Form will be conducted. Parents/carers and student will attend review meeting.

Our Learning environment – Supervised Study, Sixth Form Workroom, Conservatory and Learning Resource Centre

There is considerable evidence to show that effective use of independent study time in school is a key factor to success. We are very fortunate to have such excellent facilities available to our students to use for independent study.

Year 12 students will be allocated time on their timetable for **supervised private study** in the conservatory. Registers will be taken to check attendance at these important sessions. Some students can seek permission from the Head of Year to work in a subject area, for example, the DT rooms. Students can, with recommendation from their subject teacher, also study at KSHS or SGA but must remember to have this authorised by the Head of Year and sign out of school and indicate where they will be studying at KSHS or SGA.

In January interim tracking grades will be used to determine students who can have the privilege of choosing where in the school to take their independent study and they will not be required to register at the start of each session.

It is essential that students understand that the workroom and conservatory are not common rooms. They have been provided for you to work.

The Sixth Form conservatory and workroom are both very quiet study areas and students are not allowed to eat in these room. The exception to this is the conservatory, where students can eat cold food during morning break and lunchtime. Please respect that expectation.

Students wrote:

'Supervised study sessions meant I got more work done in school – less homework'

'Supervised study made me do more work and kept me on target'

It is essential that the Sixth Form workroom, conservatory, garden and common room are well respected and kept tidy by all. A Prefect Duty Rota is used to ensure that the areas are kept tidy, but all students must take responsibility in this respect.

Home Study

Applications for Year 12 students can be made in May after the results of the internal summer examinations.

Home study is a privilege to be used for study. A parent/carer must agree to home study before it can be granted. Mrs Hickmore will make the final decision if you submit an application.

Your attendance at lessons and morning registration, academic progress record, official 'cause for concern' record, effort and attitude towards study will all be used to determine whether your application for home study is successful. Your tracking grade sheets will be used to determine your academic progress. You will need to be tracking in line with your ALPS predictions and all effort grades must be 1*, 1 or 2. If your application is turned down you can re-apply in Year 13 if your effort, progress and work ethic have improved. If you wish to apply for home study you will need to make a formal application. Please collect and complete an application form from the Sixth Form Office. This form will need to be signed by your parent/carer. You should then bring the completed form to Mrs Hickmore who will determine whether home study is granted.

A Year 12 student can apply for one morning session and one afternoon session on different days **or** two afternoon sessions. (Two morning sessions will not be allowed)

The Independent Learner

Student tips on how to make a success of Year 12

In the Sixth Form it is essential that you move away from the idea that 'homework', set by the teacher, is the only work to be done out of lessons. Independent learning means so much more than simply doing your homework. You have four hours of taught lessons for each subject each week. It is important that you understand that this is insufficient time to cover and review everything in the classroom. The work you put in outside the classroom, keeping up to date with notes, reviewing and learning your work as you progress through the course will be reflected in your final results.

Learn from the mistakes and successful strategies of other students

Students do not always want to listen to the advice of teachers and parents so we have included some words of advice from former Carre's students:

One very honest student wrote the following thought provoking piece of advice:

'The simple answer is that studying, studying and studying some more is the key to success. You will find that without doing so you will be rather disappointed with your results. In my case it was only by being truly shell-shocked by my results that I have got out of the mindset of coasting along.

Unfortunately I need higher grades now to apply for the universities of my choice.'

Students wrote:

'GCSEs were easy. THIS is hard!'

'A Levels were actually really hard; I found out too late.'

'Do not think that getting good grades will be as easy as it was getting them at GCSE.'

Some students gave simple pieces of advice / successful strategies that worked for them:

'Keep folders organised. A small thing that makes a real difference'

'Do not just make notes, make sure that you understand them and try to learn the work as you go along'

'Do as many past papers as possible and compare your responses with the mark schemes/model answers'

'Make clear notes throughout the course so that they are ready to be used for revision'

'Work in small groups to learn from others and to teach others'

'Having a syllabus for all my subjects really helped me to become an independent learner'

'Working outside of school time is the key. You cannot rely on just what is covered in class'

'Have a good idea early in Year 12 about what you want to do after Sixth Form. Plan and research. It helps to keep you motivated and you have something real to work towards'

'Don't turn your nose up at any opportunity to take part in extra-curricular events, because you will regret it when the time comes to write your personal statement'

Sixth Form: Worst Case Scenario by Joe Slack

What I Took at A Level

- Geography
- Maths
- History

What Was Expected of Me

- ALPS Predicted Grades BBC
- To work hard to achieve at least my predictions
- To get involved
- To contribute in class
- To take responsibility for my own learning
- To use private study time effectively

What I Actually Did

- Spent frees messing around instead of working
- Hiding from teachers and tutors
- Failed to meet deadlines for work, including coursework
- Missed lessons if I had work to give in, consequently I got even further behind
- Avoided the truth and reality of work
- Denied the amount of work commitments
- Doing anything else but studying
- Took on part time work at Tesco
- Convinced myself that I could pull out all the stops in June

What happened because of it?

- 'Achieved' DEU in May examinations
- Disappointment
- Anger
- Shell – shocked. Realisation of serious mistake
- Having to repeat Year 12 and study with students one year younger. (If a student achieves grade U in the Year 12 May examinations they are advised they should not continue the subject to year 13)
- Unable to apply this year for Higher Education courses. (University choices are dependent upon predicted grades from teachers)
- Restrictions of freedoms in school

Who to go to for help

Do not leave things too late – seek help as soon as things are not going right. The following people are all there to help you and understand that the transition from GCSE to Post-16 courses is not always smooth:

- Tutors
- Sixth Form Team -Mrs Hickmore, Mr Pickard, Mr Smith and Mrs Edwards
- Teachers
- Learning Mentors
- Parents
- Your friends

The Senior Prefect Team

Joseph Enright	Head Boy
Phoebe Sykes	Head Girl
Alex Whitaker	Deputy Head Boy
Alice Wesley	Deputy Head Girl
Oliver Garland	Head of Student Council
Amelia Spicer	Sixth Form Student Council Lead
Jonathan Parrish	Sixth Form Ambassador

Leadership Roles

How to apply to become an Assistant Prefect in Year 12

Assistant Prefects play a vital role in the school community. If you are successful in your application to become an Assistant Prefect you will be part of the team involved in school duties on one day of the week at break and lunch. All Assistant Prefects are allocated to a KS3, or occasionally a KS4, form to act as student mentors in order to help and support younger students. Assistant Prefects are subject mentors and help students at lunchtime with their work. Assistant Prefects also have the opportunity to be involved in Open Days, and other school events. They often lead guided tours around the school for prospective students and their parents.

In order to apply for a position on the Senior Prefect Team, for example Head Boy or Head Girl, it is necessary to have taken on the role of Assistant Prefect in Year 12. To find out more about the work done by Assistant Prefects talk to one of the Year 13 Senior Prefect Team.

Application for a position on the Senior Prefect Team is by letter in the first half term. The Director of Sixth Form will announce in assembly at the start of term when applications should be submitted. In your letter you will need to include why you want the position and the skills, personal qualities and ideas that you have that will enable you to make a positive and active contribution to the school.

Application for a role on the Senior Prefect Team

If you wish to apply for a role on the Senior Prefect Team, for example Head Boy or Head Girl, formal application by letter is made in April. The selection procedure involves interviews with the Senior Prefect Team, a short presentation to Year 12 students followed by a Year 12 student vote. Staff support and Senior Prefect Team recommendations are taken into account and the final stage is an interview with Mr Law, Mrs Hickmore, Mr Pickard and Mr Smith.

Enrichment

All Year 12 students are expected to be involved in an enrichment activity across the RCT on Wednesday afternoon. Students can choose from, for example:

- A range of sporting activities arranged by the PE department at both Carre's and KSHS
- Work experience
- Cookery
- Sports Leaders courses Levels 1, 2 and 3
- Community service
- PE outreach at local primary schools
- Science outreach
- Subject mentoring
- Young Enterprise
- EPQ
- MOOCs
- Drama
- Photography
- D of E Award
- Debating society

Part-Time Work

This should be kept to a minimum, as extensive research has provided evidence that more than 8 hours per week of paid work has a detrimental effect on student's progress and final results.

It is advisable to drop part-time work altogether, if possible, on the approach to examinations. If students exceed this limit they will be putting their results in jeopardy. The Sixth Form programme is very busy and students will soon find themselves fully occupied and struggling with deadlines should they fail to devote the appropriate time to their studies.

If you study a subject at SGA or KSHS you will be entered for the subject at SGA or KSHS and you will sit the examination at the school where you are entered for the examination.

Thinking ahead to Higher Education, Apprenticeships, College and Employment

It is never too early to start planning your future career. Your two years in the Sixth Form will pass remarkably quickly and it is important that you consider all the options open to you. Students who have some idea of their future plans are often more successful because they know the qualifications that they will need and are focussed in making sure that they achieve them.

Carre's website has a Tab to careers information with links to a great variety of very useful websites including:

UCAS university application and course search <https://www.ucas.com/>

Not going to uni <http://www.notgoingtouni.co.uk/>

Higher and Degree Apprenticeships <https://university.which.co.uk/teachers/introduce-higher-education-options/higher-and-degree-apprenticeships-guide-download>

Apply to uni <http://www.applytouni.com/>

The Which guide to universities <http://university.which.co.uk/>

What uni <http://www.whatuni.com/>

University statistics - The official website for comparing UK higher education course data <http://unistats.direct.gov.uk/>

Apprenticeships <https://www.gov.uk/further-education-skills/apprenticeships>

Best course for me <http://www.bestcourse4me.com/>
Jobs in Lincolnshire, <http://www.jobsite.co.uk/jobs/lincolnshire>
University scholarship information <http://www.thescholarshipub.org.uk/scholarships>
Job search <https://www.schoolleaverjobs.co.uk/>
RAF careers <https://www.raf.mod.uk/recruitment/>
Gap Year <http://www.yearoutgroup.org/>

The Sixth Form Planner/Diary also includes a list of Websites and books that students should use to help them prepare for Higher Education or employment.

For an appointment with the Career Adviser, students should see Mr Scholefield, Carre's Work Related Learning Coordinator. Mr Scholefield is available for advice on securing a work experience placement or an apprenticeship. Students should regularly check their email accounts for the latest Careers information.

Whichever pathway you choose to follow you will need to produce a 'personal statement', and in some cases, a CV in support of your application. You will also need a reference from the school. Making the most of all opportunities available to you in Year 12, both academic and extra-curricular, will help to ensure that you have a full and interesting personal statement and a strong reference.

The Personal Statement

Your Sixth Form planner/diary, issued to all Sixth Form students at the start of the academic year, has lots of hints and tips on how to set out a personal statement.

A personal statement is all about your accomplishments; Admissions tutors at university and employers are looking for **specific evidence/examples/activities** that you have been involved in that demonstrate some of the following qualities:

- Commitment and excellent work ethic
- Genuine academic interest
- Enthusiasm
- Curiosity
- Self motivation
- Originality
- Leadership skills and initiative
- Team work and communication skills
- Relevant work experience

What is included in the school reference?

The reference is written by your tutor, Head of Year 12 and Director of Sixth Form. Much of the reference will be based upon subject comments made by your subject teachers in your Year 12 report at the end of the year. The reference will include comments on the following aspects:

- Attitude to study, level of commitment and effort, level of independent learning, potential for study at university level or potential for employment, evidence of interest/passion in your chosen subject or career, relevant work experience, written and oral communication skills, evidence of teamwork, practical dexterity, extra-curricular and school involvement, attendance and punctuality.

How to Research University Courses

The best starting point is the UCAS website www.ucas.com. Not only can you apply here but there are details about each course, Open Days, grade requirements, subject specific requirements etc. Go to the home page and click on the 'course search' link.

The Heap online guide is excellent and a 'must'. RCT have subscriptions for this guide.

'Times Good University Guide' is another very good starting point. There are copies of this in the Sixth Form Workroom, conservatory and LRC.

The Sixth Form workroom has a full set of university prospectus so that you can find out about each university. Use the website to search individual universities too.

www.unistats.com You can search this site to find information about student satisfaction with their degree course at each university.

Brian Heap's 'Degree Course Offers' is compulsory reading.

Brian Heap's 'Choosing Your Degree Course and University' is another excellent resource.

Heap online is essential – use it – the school has a subscription so that you can access the valuable information to enable you to find out, for example, the standard offer for courses that interest you.

<http://www.heaponline.co.uk/login.aspx?ReturnUrl=%2fSimpleSearch.aspx> You will need the school access code to register and log in for this. The code will be e mailed to you – if you do not know the code ask your tutor.

UCAS tariff for AS and A Level and BTEC

New Tariff points	AS level	A level	Extended Project Qualification	BTEC Extended Diploma	BTEC Diploma	BTEC Subsidiary Diploma	BTEC Certificate
168				D*D*D*			
160				D*D*D			
152				D*DD			
144				DDD			
128				DDM			
112				DMM	D*D*		
104					D*D		
96				MMM	DD		
80				MMP	DM		
64				MPP	MM		
56		A*				D*	
48		A		PPP	MP	D	
40		B					
32		C			PP	M	
28			A*				D*
24		D	A				D
20	A		B				
16	B	E	C			P	M
12	C		D				
10	D						
8			E				P
6	E						

A* at A Level

The A* at A Level is awarded to candidates who achieve a grade A on the A Level overall (80%), and who **also** achieve at least 90% on the uniform mark scale (UMS) across their units.

Extended Project Qualification counts as half an A-Level therefore it can be awarded an A* and that would be 70 UCAS points. The EPQ might not be included in your offer from a university but if you do well in EPQ some universities will give a student a lower offer.

Make sure you know if you need to take an admissions test

Some universities and colleges require you to pass an admissions test as well as standard qualifications if you are applying for courses in certain subjects. **Oxford and Cambridge** universities now have admissions tests for many of their courses. Please check the university website for full details of these tests.

The tests that universities require change from year to year, so it is a good idea to check the websites for each test and find out if it might apply to you. The tests are generally taken in the first half term or early in the second half term of Year 13.

The details for some of these tests are provided below. Visit the websites below (links are on the UCAS website - <https://www.ucas.com/ucas/undergraduate/getting-started/entry-requirements/admissions-tests>) to find out which universities and colleges are using the test.

Other admissions tests may be required which are not listed here. Please check the Entry Profiles for your chosen course(s) and contact your chosen universities and colleges or check their websites.

Below are just a few examples of admissions tests:

Biomedical Admissions Test (BMAT) for entry to some medicine and veterinary schools.

UK Clinical Aptitude Test (UKCAT) for entry to most medical and dental schools.

English Literature Admissions Test (ELAT) for entry to English courses at the University of Oxford.

History Aptitude Test (HAT) for entry to Modern History and a joint honors degrees involving Modern History at the University of Oxford.

The National Admissions Test for Law (LNAT) for entry to some universities for Law.

Modern and Medieval Languages Test (MML) for entry to Modern and Medieval Languages at the University of Cambridge.

Sixth Term Examination Papers (STEP) for entry to Mathematics at the University of Cambridge and some Engineering courses at Cambridge and in some cases for Mathematics at Warwick.

Limit screen time and phone time

Turn off your phones and screens and spend time in the real world. It is good to spend time OFF line, especially just before bed. Spend time on 'real relationships' rather than 'virtual' ones. You can escape the pressures of keeping up with what's going on with all your friends all the time.

Do something you enjoy

Listen to music, play an instrument, sing, watch a movie, read a book or join a club. You will feel more relaxed and positive.

Organise your workspace and set goals

Have an area just for work (not on your bed!) and create an area for relaxing. Organising and tidying folders and work spaces will make you feel more on top of work and not overwhelmed by all the organising that needs doing. Setting realistic goals, prioritising what is important and balancing your time will help in the management of mental health. It gives perspective and enables us to deal with problems more effectively.

Be thankful

What are you thankful for today? What has gone well? What have you enjoyed? What can you look forward to next? Keep a positive diary or happy memory box to look at when you need to remind yourself of the good things in life.

Improve your self esteem

Accepting yourself and not comparing yourself to others will help you to develop better self-confidence and therefore greater self-esteem. Spending time helping others (volunteering) is fulfilling and can boost your sense of self-worth and achievement; it makes you focus on the needs of others rather than yourself which can give a sense of perspective.

Talk

Sometimes, sharing your worries with friends and family can help you through a tough time; it can help you regain some perspective on a situation – don't cut yourself off from people who can help. Staying connected and being social in positive ways can go a long way to maintaining good mental health. There is professional help too if you feel the need to talk to someone who is not connected to you personally.

Where to get help

There is always help out there! **You are not alone.** Finding the right help and support is key to successfully managing your mental health.

In school: Each school has their own staff who can help you cope with managing your workload or dealing with emotional issues. Try talking to your form tutor, Head of Year or other pastoral staff. Librarians can also be helpful by showing you some books that may contain helpful information.

Outside of school: Family members may be able to help, or your Doctor can refer you to CAMHS (child and adolescent mental health services) – or Adult Services if you are over 18.

www.kooth.com is an online help and counselling service.

www.lpft.nhs.uk/steps2change is where you can request NHS counselling in Lincolnshire by self-referring.

The Samaritans are available to talk 24/7 by calling the free helpline number: 116-123. Or email jo@samaritans.org Their website is www.samaritans.org/

SIXTH FORM KEY DATES 2019-2020

	DATE	EVENT
TERM 1	Tuesday 3 September	First day of term 1 for Years 12 and 13
	Wednesday 11 September	Year 12 Information Evening for parents. 6pm Main School Hall Carre's Grammar School
	Tuesday 15 October	Year 13 UCAS deadline Oxbridge, Medicine, Veterinary Medicine
	Wednesday 16 October	SJSF Oxbridge Conference at Carre's – Year 13 Oxbridge Interview workshops and Year 12 Oxbridge application presentation.
	Wednesday 16 October pm	SJSF Open Evening 5pm – 8pm
	Thursday 17 October	Tracking grade 1 issued to Year 13 students and posted to parents
	Thursday 17 October	Term 1 ends for students
TERM 2	Monday 28 October	First day term 2
	Wednesday 30 October	SJSF Careers Fair 12 and 13.
	Wednesday 30 October	Year 13 Parent Evening at KSHS 4.30 – 7.00pm
	October / November (date tbc)	Year 12 Study Skills presentations and workshop
	Friday 1 November	Tracking grade 1 issued to Year 12 students and posted to parents
	W/C Monday 11 November	Formal assessment week Year 12 and Year 13
	Wednesday 11 December	Year 13 2fast2soon Safe Driving event Carre's Sports Hall (1.45 – 3pm)
	Wednesday 18 December	Senior Prize giving evening event.
	Thursday 19 December	Tracking Grade 2 issued to Year 12 students and posted to parents
	Thursday 19 December	Term 2 ends
TERM 3	Tuesday 7 January	First day of term 3 for students
	Wednesday 8 January	Year 12 Parent Evening St George's Academy 4.30 – 7.00pm
	Wednesday 15 January	Year 13 UCAS official deadline for submission of application
	Friday 14 February	Term 3 ends
TERM 4	Monday 24 February	First day of Term 4
	24 - 28 February	Year 13 Mock examination week
	Friday 20 March	Tracking Grade 3 issued to Year 12 students and posted to parents
	Friday 27 March	Year 13 reports issued and posted to parents. (To include mock results)
	Friday 3 April	Term 4 ends
TERM 5	Monday 20 April	First day of term 5
	27 April – 1 May	Year 12 internal examination week
	Monday 18 May - 26 June	A level examinations take place (provisional)
	Friday 22 May	Tracking Grade 4 and internal examination results issued to Year 12 students and posted to parents
	Friday 22 May	School Sports Day Term 5 ends
TERM 6	Monday 1 June	First day of Term 6. A Level examinations continue
	Wednesday 17 June	University application information evening for parents and students of Year 12. Carre's Main School Hall 6pm.
	Friday 26 June	SJSF Year 12 visit to Nottingham University Open Day
	Friday 3 July	Year 12 Cambridge University Open day visit (optional)
	Friday 10 July	Year 12 Reports posted to parents.
	Monday 13 – 17 July	All Year 12 students on Work Experience placements
	Friday 17 July	Term 6 ends
	Thursday 13 August	A level examination results available in school 8am – 11am