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## Year 13 VITAL Welcome Information, July 2018

Dear Parent/ Carer

We apologise for the length of this communication but there is a great deal to tell you about how we work with Year 13 students.

### Goodbye from the Year 12 Team

We would like to take the opportunity to wish all the students the best of luck with their results in the summer (for those that took summer exams) and with their future endeavours in Year 13. It has been a great year with many academic and creative achievements to celebrate, from visits to Russell Group universities to the recent Band Night, drama performances and much more. What is very apparent is what a bright, talented year group they are. Thank you to the students, tutors, parents and carers for the support shown throughout this difficult and transitional year. We look forward to seeing you all flourish in Year 13 - *Heather Odd and the Year 12 Team*

### Communication with you

At our most recent parental consultation evening you asked for text and email contact in the main. Duly noted! Please tell your son/daughter the most convenient e-mail address and phone number for us to use. We post all letters we send/e-mail out to our website - [www.tallispost16.com](http://www.tallispost16.com)

### The Year 13 Team

The team now working with your child are:

- Head of Sixth Form: Jon Bradshaw – [jbradshaw@thomastallis.org.uk](mailto:jbradshaw@thomastallis.org.uk)
- Head of Year 13: Fiona Lumsden – [flumsden@thomastallis.org.uk](mailto:flumsden@thomastallis.org.uk)
- Co-Head and Deputy Head of Year 13: Louise Astill – [lastill@thomastallis.org.uk](mailto:lastill@thomastallis.org.uk)
- The UCAS Co-ordinator: Oonagh Mc Gowan – [omcgowan@thomastallis.org.uk](mailto:omcgowan@thomastallis.org.uk)
- The UCAS Assistant: Sam Wilks – [swilks@thomastallis.org.uk](mailto:swilks@thomastallis.org.uk)
- The Arts Co-ordinator: Sam Kiff – [skiff@thomastallis.org.uk](mailto:skiff@thomastallis.org.uk)
- The Prospects advisor: Maria Elia – [Maria.Elia@Prospects.co.uk](mailto:Maria.Elia@Prospects.co.uk)
- Your child's tutor: Their email follows the format of the other email addresses above.
- Attendance and Study Manager: Andy Bell – [abell@thomastallis.org.uk](mailto:abell@thomastallis.org.uk)
- Post16 Admin: Courtney Courtney – [ccourtney@thomastallis.org.uk](mailto:ccourtney@thomastallis.org.uk)

### Dates for your diary

- Results day: Thursday 16 August, from 10.00am in the main canteen
- First day of term: Wednesday 5 September 8.40am in tutor rooms
- Year 13 progression Information evening: Wednesday 19 September at 6 p.m. – meet the Year 13 Team and find out more about progression
- Tallis UCAS application deadline: 15 December
- Mock Exams: Monday 7 January- over a two week period
- Year 13 Parents' Evening: Wednesday 13 February 2019
- Leavers' Ceremony: Provisional date of Friday 28 June

*inquisitive • collaborative • persistent • disciplined • imaginative*

### **Independent Learning**

We think the qualities needed to excel at A-level study and beyond can be taught. Our reporting system comments on these aspects of your child's approach to learning, and we will be in contact with you in the new academic year to invite you along to a session where we will explain them in more detail. In a nutshell, high-achieving students have clear goals, are effortful, systematic, practice in the right way and respond positively to feedback. Put another way, systematic on-going revision that isn't left until the last minute is key to success in Year 13. Hence, your child should have a study/homework timetable from the first week back.

### **Attendance and Punctuality**

A key concern throughout Year 12 for some of our students has been attendance and punctuality, and we want to get this right from the start of Year 13. We want students in lessons, learning and excelling. Attendance of at least 95% is expected and students who don't meet this expectation flunk their exams. If we have concerns from last year we will have written to you to remind your child about these expectations.

Students who can't meet this behavioural expectation are first placed on tutor report then on pastoral report to the Head of Year, then placed on a Learning Contract, then removed from the sixth form. Please help us to help your child, by making sure that your child is in school on time and attending all lessons.

If your child is going to be absent from lessons for whatever reason, please email Mr Bell, 6th Form Attendance Manager, before 9am on each day of absence at [abell@thomastallis.org.uk](mailto:abell@thomastallis.org.uk) or call 020 8331 3038. A GP/medical note will be required if the length of absence exceeds 2 days. You will be notified by text/email if your child has any unexplained absence and a reason will be required for this absence.

Please see the link below for our 6th Form attendance/punctuality policy – <http://www.tallispost16.com/behaviour-and-support.html>

### **B's (Study periods out of school), independent study and the Study Area**

For information: in the case of last year's Year 13, **every single student predicted an A or B** undertook at least five hours of independent work in **each** of their subjects.

For the first term all students will have at most three 'B's per week and will be expected to be studying independently on site when in school. Students about whom we have academic concerns will have additional supervised study hours, and these will appear on your child's timetable.

The balance between home and school learning for your child will be reviewed regularly, and we reserve the right to increase your child's in-school study hours if we think they need more support for their learning. We will notify you of this with a copy of their amended timetable.

### **Assemblies**

These will be held every Tuesday at 3.05pm in the main auditorium. **All students must be present for all assemblies.**

### **The tutorial hour**

This will be on Wednesdays, fortnightly on a **week A from 2.05pm-3.15pm**, starting in the first week back. The first set of tutorials with tutors will tackle your child's progression to their next life-stage,

whether this is UCAS and university, art college, or the world of work. Tutorial is compulsory and a vital component of their sixth form studies, covering political literacy, health, relationships, drugs awareness as well as carefully planning and supporting students with their progression plans and academic progress.

### **Student Voice**

This is a student-led body which is at the heart of the sixth form. They organise the Leavers' Party and a range of events in school, such as the recent fundraising for the Grenfell Community as well as fostering a link with AFRIL, a local refugee charity. We also consult them about issues and changes to the sixth form. They meet fortnightly. We would like to ask you to encourage your child to take part: positions on this body will be elected in the first term. There will also be a tutor representative from each tutor group.

### **Progression: UCAS and applying to university**

Students should have logged on to UCAS and created their own application account during Progression Week in June. They should have submitted a first draft of their statement to their Office 365 account. They must be updating this over the summer, having done independent reading/research/ sought out experiences in preparation for finalising their application in the first half of the Autumn term. In the new term students should also see their subject staff for advice on the content of this personal statement.

During September and October, students will be able to have one to one appointments with UCAS staff. These are on a first come first served basis. These sessions will run on Tuesdays and Thursdays after school. The school deadline for applications is 15 December.

For further information about this process please refer to our UCAS page on the tallispost16 site:  
<http://www.tallispost16.com/ucas.html>

### **Progression: Applying to Art Colleges**

By far the most common route to studying Art at degree level is an Art Foundation Course, free if you are under 19 at the start of the course as it counts as a third year of sixth form study. You can do a foundation and not go on to Art College, and some Tallis students complete a Foundation and then go on to other university courses. Application is by statement and portfolio and there's more information at [www.foundationanddegree.com](http://www.foundationanddegree.com). Applications are generally made not through UCAS but directly to the colleges, and the deadline for many courses is the end of January. Please see the document below for a list of tasks Art applicants must complete.

<http://bit.ly/2tm5aOy>

A student's response to a specific aspect of a specific art work that they went to see over the summer frequently becomes the gem in a statement or portfolio. To this end Mr Kiff, our Arts Application Advisor, strongly advises visiting galleries and exhibitions over the summer, perhaps ones that are off the beaten track, and recommends the development of a response, perhaps in a medium that is new to the student. Above all, students should chase what it is that fuels their passion and document everything well. There will be afters school sessions to get advice and guidance regarding portfolios and applications on a Tuesday and Thursday after school, in the art department.

For additional advice and guidance see the relevant art college pages on our website  
<http://www.tallispost16.com/arts-colleges.html>

### **Progression: Applying for apprenticeships, training, jobs**

Maria Elia is our Careers Advisor from Prospects. She has already met each student interested in this pathway. She will be running a series of workshops in September for all students interested in this route forward. We also post interesting opportunities for this cohort on our post16 website  
<http://www.tallispost16.com/careers--training.html>

### **Bursary changes**

To get a bursary, simply apply for Free School Meals on-line via the Royal Borough of Greenwich website – a quick link is [bit.ly/2uBQudL](http://bit.ly/2uBQudL). This needs to be renewed each year.

Please note that students must re-apply at the start of Year 13 and we must receive the application prior to 30 September. We also give a **Tallis Book Bursary** to students from households with an income of less than £18,000. Please apply if you think you qualify. All information is available on the Post-16 website.

### **Modular results and continuing on to Year 13 Courses**

Some BTEC students took exams this year, and the results from these examinations will be given out in the main canteen from 10.00 a.m. on Thursday 16 August. If you are on holiday and wish to obtain your child's results please email [dnoakes@thomastallis.org.uk](mailto:dnoakes@thomastallis.org.uk) prior to results day giving your details or if you would like someone to collect your results on your behalf they must come with a signed note of permission from you. A final note: it is not generally possible to simply restart Year 12 at Tallis.

### **Cutting to three A-levels**

Most students pursue only three courses. Students still studying four must see Ms Lumsden in the first tutorial back, Wednesday 5 September at 2.30pm, in the internet café to discuss course loading in Year 13, as most A-level students at Tallis offer only three subjects on their university applications.

Any students that need to drop a subject must complete a **dropping form** and must have all the relevant parties signatures so that comprehensive advice has been given. All fully completed dropping forms must be received by our sixth form admin' office by Wednesday 19 September.

### **Lastly! Summer revision is vitally important**

If your child's an A-level student, the 'Linear' A-level exams in June 2019 test the entire syllabus from September 2017 onwards. So your child's teachers will set work for this summer that's both forward- and backward-looking. Please support your child to do it: revision is best undertaken systematically as a student goes along and not left until last. As a minimum, we expect students to have 'put to bed' the first year of their A-level course by making posters, flashcards, notes, essay plans and other revision resources. All folders, notes, materials should be clear, sequenced and checked off against the syllabi with which your child has been provided. Little and often is the way to do this – the old grey matter does need a rest, but it needs to be kept ticking along as well.

We hope you all have a lovely summer.  
Best wishes

The Sixth Form Team