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11 July 2023

Dear Parents and Carers

**Subject: Welcome to Year 13**

Welcome to your new year group. Please share the information in this letter with your wonderful parents and carers! We hope progression week goes well for you all. It is exciting thinking about your next steps, and we very much want to support you through this process.

We have been amazed at the on-going vibrancy of your year group. Thank you for all your contributions and we look forward to more next academic year. Thank you to those of you that have given Tallis lectures, gone to the KS5 book group and discussed key issues at student voice. Please come to these in September if you want to get involved in the wider life of the sixth form. New representatives and new postholders will be elected for SV in October. Watch out for more information via your tutor.

**The New Academic Term : We begin with Week A.**

***Year 13 students will return on Thursday 7 September at 8.40a.m. for ALL students. New timetables will only be available from this date. All students must go to their tutors to collect their new timetables at 08.40. Then lessons begin after break.***

See below for any new tutors from Monday 10 July. Exciting! The Year 13 Team are here to help so if you do have a query this week, please e-mail us or come to the Year 13 office and we will do everything we can to help and support you.

**Members of the Year 13 Team**

AAHT/Head of Year 13: Fiona Lumsden [flumsden@thomastallis.org.uk](mailto:flumsden@thomastallis.org.uk)

UCAS Co-ordinator: Oonagh McGowan [omcgowan@thomastallis.org.uk](mailto:omcgowan@thomastallis.org.uk)

Progression Officer: Patrick Pinkerton [ppinkerton@thomastallis.org.uk](mailto:ppinkerton@thomastallis.org.uk)

Arts College Co-ordinator: Isabelle de Tscharner Vischer

[IDeTscharnerVischer@thomastallis.org.uk](mailto:IDeTscharnerVischer@thomastallis.org.uk)

Performing Arts Co-ordinator: Martin McCarrick [mmccarrick@thomastallis.org.uk](mailto:mmccarrick@thomastallis.org.uk)

*inquisitive • collaborative • persistent • disciplined • imaginative*

AST Science and STEM Early Applicant Supervisor: Andy Smythe

[asmythe@thomastallis.org.uk](mailto:asmythe@thomastallis.org.uk)

World of work advisor: Maria Elia: [Melia@Prospects.co.uk](mailto:Melia@Prospects.co.uk)

Maths and Science Mentor: Sizen Basnet [sbasnet@thomastallis.org.uk](mailto:sbasnet@thomastallis.org.uk)

Sixth Form Attendance Officer: Andy Bell [abell@thomastallis.org.uk](mailto:abell@thomastallis.org.uk)

Sixth Form Educational Assistant Responsible for Exam Access and SEN: Roche Mitchell  
[rmitchell@thomastallis.org.uk](mailto:rmitchell@thomastallis.org.uk)

Pastoral Officer: Rochelle Allen [rallen@thomastallis.org.uk](mailto:rallen@thomastallis.org.uk)

Pastoral Officer: Jill Morant [jmorant@thomastallis.org.uk](mailto:jmorant@thomastallis.org.uk)

Sixth Form Administrator: Jodi Wheeler [jwheeler1@thomastallis.org.uk](mailto:jwheeler1@thomastallis.org.uk)

Sixth Form Administrator: Stella Degazon [sdegazon@thomastallis.org.uk](mailto:sdegazon@thomastallis.org.uk)

### **Progression Planning and On-Going Support**

There will be a meeting for parents during Progression Week, on **Tuesday 11 July, 18.00 - 19.00 in the Josh Beasley Studio** which will be an opportunity to ask any questions you have about the Progression process at Tallis.

The first draft of your personal statement will be shared with tutors and the progression team, by the end of the day on Friday 14 July. This is to get your thinking through your options. For advice on the differing pathways please refer to your Progression booklet - there is a digital copy on the website if you need it and a hard copy will be given to you during progression week.

In September there will be on-going support for all pathways **via the tutorial programme Wed Week A 09:00-10:00**. There will also be **bespoke after school sessions** for each pathway with the relevant team. We will notify everyone in the first injected tutorial, once the days of these after school sessions are finalised in September.

### **Registration, Assemblies and Tutorial**

- The number of assigned am/pm registrations is up to your tutor – if we are worried about your progress, you'll be in more and we'll insist that you get more work done in school! Initially all students will attend a minimum of 5 am/pm registrations over the course of a week. This does not include the Week A Wed a.m. or the Tuesday p.m. for assembly.
- You must also attend the Tutorial in person. This is every Wednesday Week A, period 1. So, every student must also attend **a.m. Registration Wednesday A**.

- You must also attend Registration every *Thursday Week A p.m. and Week B a.m. as these are our assembly slots in the main hall.* ALL students must be present for these.

### **Year 13 Tutors and Rooms**

A reminder of the tutor team. They are a hugely experienced team, and they are very excited about working with you throughout Year 13.

**13HC** Mr A. Smythe  
**13FA** Ms K Ferris  
**13HB** Ms C Lowe and Ms E Chaloner  
**13FB** Ms K Goodrum  
**13OB** Mr J Springall and Mr A Tonks  
**13KB** Ms A Cruz  
**13KC** Ms C Moore  
**13RB** Ms M Rahman  
**13RA** Ms C Spencer and Mr Taylor  
**13OA** Ms L Caritey and Ms L Board  
**13KA** Ms I. de Tscharnier Vischer and Mr E Pool  
**13FC** Ms J Harding and Mr T Mann  
**13HC** Ms C King

### **Attendance and Punctuality**

Your attendance and punctuality are calculated from both your lesson and registration attendance next year. *If you are going to be absent, please arrange for Mr Bell (copying in your tutor) to be contacted before 09:00 on each day of absence: [abell@thomastallis.org.uk](mailto:abell@thomastallis.org.uk) or 020 8331 3038.* A GP's note will be required if the length of absence exceeds 2 days. As always, we will notify your parents by text and email if you have any unexplained absence, and a reason will be required for this absence. As always, we can't authorise holidays in term time, and if you are learning to drive and such like **you may not book driving lessons etc** when you are required to be in school.

### **Bursaries – students must reapply every year**

We have 2 bursary schemes to support Post 16 students who need additional financial support. **You must reapply every year.** To be eligible for a Discretionary Bursary of around £900, you need to show that you are eligible for Free School Meals, which you can apply for on-line via the Royal Borough of Greenwich website. We also give a Tallis

Book Bursary of around £200 to students from households with an income of less than £18,000. The rules around Bursaries have just changed and any bursary you are awarded can only be spent through the school on school-related purchases. Application will be online this year and we will let you know when applications open.

### **Parental/Carers Meeting: Progression**

We are hoping to hold a second progression evening on **Wednesday 13 September** from **18.00 to 19.30p.m.** We aim to run sessions on applying to university, art college, performing arts application, and apprenticeships. Please put this date in your diary. More details to follow nearer the time.

### **Reading and Research**

Please make good use of the advice given in our progression booklet and during progression week which you now have a hard copy of. If you do not have this, please see your tutor. See also <https://www.tallispost16.com/progression-booklet-2020.html>

Please also refer to the **wider reading and research lists** at <https://www.tallispost16.com/reading--research-lists.html>

### **Student Voice**

We have a very active student voice body with key postholders and reps' for each tutor group. More on how to hold/become one of these. **These meeting will be held every Thursday week B in 1116.** Please e-mail Ms King if you would like to know more about becoming involved. A huge thank you to our post-holders and tutor reps' this year for their committed work across a range of areas impacting the whole school,

### **Provisional Dates for Your Diary 2023-2024**

Please note these and share with your parents. These are of course subject to change!

- **Re-drafted personal statements:** We asked all of you to submit a personal statement about yourself by **July 13**. See link above. This is the best way we know of to finalise progression plans. This will be submitted to your tutors via a Teams assignment.
- You will refine this statement as soon as you return and it will be due on **September 22**
- Our Second Progression Information Evening for Parents/Carers (How Best to support your child with workshops for each pathway lead by the

school expert in this area) takes place on **Wednesday 13 September at 18.00- 19.00**

- Be aware some music and arts course applications have a very early deadline of 2 October 2023.
- **October In-Class Assessments** on the Year 12 content only – **these begin the week of 3 October**. Revise for these over the summer please.
- Remember: little and often is the best way to consolidate learning. *Details of what to revise will be posted on Brom com.*
- **Early applicants:** As always, the deadline for Oxbridge and Medical School applicants is the **16 October 2023**. We must know if you are such an applicant by **Thursday 7 September** as we are unable to properly support such applications after this date.
- **School UCAS Deadline.** The deadline we have set as a school for the completion of UCAS applications is **15 December 2023**. We cannot guarantee that applications submitted after this date will be submitted by the school before UCAS's own deadline.
- Most deadlines for **Art College applications** fall just after Christmas. However, as such applications are portfolio-based, students making them must be well underway with portfolio development by now.

- **October In-Class Assessments: B 30 Oct (after half term)**
- **January Mocks: begin from 10 January 2024**
- **Parents' evening: Wednesday 06 March 2024**
- **Easter Assessments In-Class: begin in the week of 15 April**
- **Leaving Ceremony for Students/Parents/Carers: Friday 5 July, provisionally**
- **(The prom organised by the prom committee is usually in the same week)**

### **Summer work: Vitally important**

Please make sure you have liaised with your teachers and that you are clear about the summer work to focus on and for the in-class October assessments, the wider reading and the consolidation of what you have covered over in Year 12.

All folders of notes, workbooks, sketch books and on-line folders of work must be in good order so that you can show them to your subject teachers on your return. Materials

should be clear, sequenced and checked off against the syllabi with which you have been provided. **Make sure they are complete. Fill in the blanks as you need.**

Revision is best undertaken systematically as you go. It cannot be left until the last minute. **Brush up on stuff you know you're not secure with. Make sure you have made revision materials for every part of the Year 12 syllabus.**

Reading ahead can't be left until the last minute either. **Little and often all summer please** - the old grey matter does need a rest, but it needs to be kept ticking along as well.

**October In-Class Assessments.** We set these so that you are gently pressured to revise these syllabi during the summer. Summer revision means you have much less revision to complete later in Year 13 and will be more familiar/rehearsed with the material. This in turn means serious revision in Year 13 can be done much more quickly, and you will feel much less exam pressure too. Your subject lead teachers will give you the details about these prior to the summer break. These are in-class assessments set via subject areas. Please speak with your subject area for any clarification needed.

**Remember: exam success is a marathon not a sprint.** Steady work and consolidation over the summer will make your Year 13 much calmer and more successful. Please make sure you get into a healthy sleep routine prior to the start of term as this will help with any early lessons!

Please note that all correspondence is kept under the *parents/carers section of the [www.tallispost16.com](http://www.tallispost16.com) website for easy reference.*

We look forward to meeting your parents and carers this evening and then again in September.

Take care and stay safe over the summer!

Best wishes,

The Year 13 Team