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27 April 2021

Dear Parent or Carer

Our thanks, some dates for your diary

Sorry about the length of this letter, but there is much in it! I write for three reasons: to thank you for supporting your young person during their time at Thomas Tallis, to give you some key dates, and to clarify arrangements post the assessment period and our on-going support.

Thank you for all that you have done to help your child succeed – please continue to support your child to reach their full potential as will we. We are incredibly proud of the year group for navigating their final year in sixth form with such aplomb!

Assessment period

The assessment period is well under way and finishes for A-Level students on 14 May. Our detailed letter regarding these, as well as the timetable, is held digitally on the post16 site.

We also recommend that you read this JCQ document, which provides an overview of the most important information that you and your child need to know: [JCQ-Guidance-for-Students-and-Parents-on-Summer-2021.pdf](#)

We wish all our students the very best of luck with these. Any separate rooming is displayed in all sixth form communal areas and if your child has any questions regarding these arrangements please ask them to see Ms Rochelle Allen our SEN co-ordinator based in the study area

During this period any students with assessments are granted an AM B if they have an afternoon assessment and a PM B if they have an AM assessment. If a student has two assessments on the same day they may, if they wish, take the previous day off. Students can of course during any study time use the study area or assigned spaces. Our Silent Study Area is open from 7.30 a.m. until 18.00p.m. most days.

Assessment start times

All morning assessments begin at 9 a.m. All students should be in school at the very latest at 8.40 a.m. for a morning assessment. All afternoon exams begin at 13.00 sharp. They should wait in the internet café or the sixth form canteen or just outside. Some subjects may meet with students prior to the assessment and they will speak with their classes directly. Subject teachers will inform students of the specific times and locations of these.

Lessons

For BTEC students, lessons continue until their teachers has signed them off and they will notify you. Congratulations to those students that have already successfully completed their BTEC courses. They must continue to liaise with their tutor via e-mail and check in weekly

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For A-Level students and re-take GCSE students lessons in each subject continue up until their last assessment in this subject.

Leaving Assembly 14 May for students and the Year 13 Team

This is being held on Friday 14 May to give tutors a chance to celebrate each of their tutor groups and for the year group to come together. This will be held in the main hall and students should come in at 3.15pm for a 3.30pm start.

Clearance Forms - must be completed

We use these to confirm that a student has returned school and library books and any other equipment. Your child's tutor has the forms, as does the sixth form admin office. We cannot issue results on results day unless the Clearance Form has been returned, so please encourage your child to collect it and fill it in. These will be handed out at the leaving assembly on the 14 May. This also applies to the return of all IT equipment. If you were given a Tallis lap-top we will write to you directly about returning this after the completion of your course.

Invitation: Tallis Leaving Ceremony for students/parents/carers Friday 2 July

This will take place on Friday 2 July, and weather permitting we are hoping to hold this outside. You are invited. Please come! We will aim for a prompt start at 6.30 p.m. We look forward to seeing you and your child at this lovely event. This is of course subject to change and we will review the situation nearer the time and up-date you all in June.

Student Leaving Party Wednesday 7 July The Tudor Barn

This event for students has been organised via student voice. Tickets are £15 and are on sale until 14 May. These cannot be bought on the night of the event.

Results day Tuesday 10 August - available in The Main Canteen from 10.00am onwards.

If your child is not in the country to collect their results they must go and see Ms Noakes in the Tallis Exams' Office to make arrangements. Someone can only collect results on a student's behalf if they have a signed note from the student.

Clearing, adjustment and progression advice

The UCAS website goes live from 7 a.m. onwards. Some candidates received emails before this last year, however. The 'Track' feature will confirm whether an applicant has a confirmed place or whether they have been turned down and need to go through Clearing. Tallis will be open from 9 a.m. for students who need to enter Clearing ONLY, as we would like to support students in starting the Clearing process early. Please come to the internet café to be supported with this process.

On-going progression support

We will continue to hold after school support sessions for all pathways to ensure all Year 13 students are supported with their progression planning. If your child still needs to reply to their UCAS offers, each student has an individual reply date, on their UCAS track, they must reply before this date and speak with a member of the year 13 team about a well-informed firm and insurance offer. Maria Elia is also available to meet with students again for on-going world of work advice and guidance. If your child would like to

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talk about any progression related concerns or queries, please encourage them to come to the internet café at 3.30pm, held every Thursday until the end of the academic year. *Student finance applications for all courses must be completed by 21 May.* They can be completed without replying to their offers.

Bursaries

These will continue as usual up until the end of the academic year.

Bridging material

We would very much like to encourage our students to continue to read and research beyond the curriculum after the assessment period, especially in the field that they are due to go on to, where relevant. Please encourage your child to speak with their subject teachers to offer more suggestions. There are wider reading lists on our website and we will add further bridging material suggestions to this section of the website. The library is always adding to their collections and students are encouraged to continue to borrow reading material and if they could kindly return all material before 6 July.

Many thanks for your continuing support. It is the best guarantee of your child's success!

Yours sincerely

The Year 13 Team

A handwritten signature in black ink, appearing to read 'Fiona Lumsden'.

Pastoral Leader Year 13
Fiona Lumsden

A handwritten signature in black ink, appearing to read 'Jon Bradshaw'.

Head of Sixth Form
Jon Bradshaw