



30 September 2022

Dear Parents and Carers,

Year 12 and 13 Update & Reminder of Year 13 Information Evening

It has been a very busy first month of the new academic year for the Sixth Form, and I am very pleased that all students have settled in well. We held a tea party to welcome Year 12s, academic societies are led and attended daily by sixth form students, our Year 13 prefects represented the school at Open Evening for prospective students, and a fashion show was held showcasing fabulous designs from two talented Year 13 students. Today, all students ran in a cross-country House competition, which is an example of our commitment to promoting an active lifestyle.

I would like to draw your attention to some important matters to do with the sixth form:

Year 13 Information Evening - A reminder that this event is on Tuesday 11 October 2022 at 7.30pm.

Wednesday Period 5 Games - At Borlase, we encourage all students to lead an active and healthy lifestyle. We offer a range of sporting activities, including football, badminton, netball, yoga and use of the fitness suite. In addition, many students go on a walking route accompanied by Mr Simpson! Please can you support us by encouraging your son or daughter to take part in this important part of the curriculum.

Volunteering in the community - I am pleased to announce that we will be launching a primary school mentoring programme and opportunity to volunteer at a care home to students next week, to commence after the October Half Term break. This will involve year 12 students visiting Marlow schools once a week to work with children supporting their learning, and participating in care of the elderly in the local community, enabling students to develop their leadership and communication skills, as well as gain confidence.

Careers - In order to personalise our careers provision, we will be asking Year 12 students to complete a questionnaire to identify their intended plans for Higher Education and future career, and to determine which students need further guidance. Mrs Wingrove, our Careers Lead, will be addressing students about this, and other exciting careers related events such as Futures Evening, master classes and work experience, in the near future.

Uniform - The school's dress code for Sixth Form students is clearly indicated in the student handbook, and we have taken steps to reinforce expectations with regards to this. I would be grateful if you would encourage your son or daughter to abide by these expectations, notably that all students should wear a blazer, and, if worn, a correctly coloured jumper and skirt of appropriate

length. We have reviewed our shoe policy, and will now allow students to wear any footwear made of black leather, with a black sole, no contrasting stitching, conspicuous logos or design, and reasonably resembling formal shoes. If your son or daughter is unsure about the acceptability of their shoes, they may speak to me or one of the SSOs for clarification.

UCAS - Year 13 “early entry” students, who are applying to Oxford or Cambridge Universities, or to Medicine, Dentistry and Veterinary Science degrees, are now mostly ready for submission, with the final deadline being *15 October 2022*. All other year 13 students applying to University must now be finalising their UCAS personal statements and meeting with their mentors. Their predicted grades will be issued on *12 October 2022*, with the final deadline for completion of applications to be *2 November 2022*. References will then be finalised for applications to be submitted. If your son or daughter is unclear about any of this process, they must contact a member of the sixth form team urgently.

Absence - As a school we believe that excellent attendance is vital to the educational progress and mental wellbeing of our students. We expect high attendance from our students and we monitor student attendance at a whole cohort level as well as individuals. We recognise that on occasion, individuals have challenges with attendance and we work with families to support them in this situation. We have an attendance policy which is on the school website which clarifies processes, roles and responsibilities.

As parents it is your responsibility to :

- Ensure your child attends school regularly and is punctual
- Notify the school by 8.00am on the first and subsequent days of unplanned absence via the school attendance officer : sixthformabsence@swbgs.com or call 01628 816545.
- Request permission in advance for planned absence using the Request for Absence form on the school website (such as driving test, music exams, university open day).
- For last minute planned absence such as medical appointments, notify the school attendance officer as above by email by 8.00am on the day of the appointment.

Note we are not allowed to authorise family holidays during term time. If you need any help with attendance please do contact the attendance officer as above.

As always, if you have any queries or matters you wish to discuss, please do not hesitate to contact me or one of the Student Support Officers, (Mrs Fortnam for Britons, Danes and Normans Houses, and Mrs Bull/Mrs Furley for Romans, Saxons and Vikings Houses), and we would be pleased to help.

Yours faithfully,

Naveed Hussain
Assistant Headteacher / Head of Sixth Form