



Ms Hackett - Head of Sixth Form

11 July 2018

Dear Parents and Carers of New Year 12s,

As we approach the end of this term, our planning is well underway for the start of the next academic year. We have been running a number of consultations through the year about Sixth Form, covering the support that our students are given, their study environment, and their extended curriculum. We have also researched other Sixth Form models and looked at how best practice can be adapted to our own school. As a result, there are a number of changes that we are putting in place that I now want to share with you.

Tutoring System and Sixth Form Organisation

Year 12 will have five Super Tutors. These Super Tutors will see their tutor group for an hour a week. Their tutor sessions will cover the following areas of our extended curriculum:

1. Next Steps, including UCAS, Careers & Apprenticeships
2. Study Skills
3. Leadership & Volunteering
4. Mental Health & Wellbeing
5. Contemporary Issues

Your son/daughter will find out who their Super Tutor is when we have finalised their timetables for next year, but for your information these are the teachers who will be working with our Sixth Formers:

- David Gimson
- Katie Greenbank
- Zaiba Patel
- Vicky Berry
- Phoebe Mortimer

Alongside the extended curriculum, we are introducing a mentoring network for Sixth Formers. We have appointed two mentors who will work with Sixth Form: Dr Catherine Casson & Lucy Jackson. They will report into our new Deputy Head of Sixth Form: Dr Liz Rayment.

These mentors will work with students, either 1-to-1 or in small groups, to embed and practise the skills being taught in lessons, giving our students the best chance to achieve their potential. Dr Rayment will continue to support our Bursary students to ensure that they achieve the best possible outcomes.

Finally, we are also increasing the pastoral support in the Sixth Form. Sarah Warbrick will take the role of Pastoral Leader, and we are appointing a new assistant who will be in place by September.

**Head**

Rupert Moreton, BA, MA, M.Ed

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We hope that by planning and delivering a comprehensive, rich, extended curriculum our students will leave Cheney prepared for their next steps, equipped with the 21st century skills and resilience they need to make a successful transition to the next phase of their lives, whether that be to the world of work, university or to an apprenticeship.

Duke of Edinburgh Gold Award

We are pleased to be able to offer Duke of Edinburgh Gold Award to our new Year 12 students.

A quick overview:

- Students do not need to have done Bronze or Silver to be able to take up the program.
- The award will run over 18 months, in which time you will complete 5 sections: skill, service, physical recreation, residential & expedition.
- We will offer a walking expedition in the Brecon Beacons. There are 3 parts to this: training expedition (October 2018), practice expedition (April 2019) and qualifying expedition (September 2019). The total cost for this is not expected to exceed £675, which will be paid in instalments before each stage. If students have not made the full payment by the deadline for each stage then they will not be able to participate in the expedition or continue with the award.
- The first payment of £120 is due on Friday 14 September, which will pay for the training expedition.
- We expect that students will fundraise to pay for some/all of the expedition costs.

For more information about Duke of Edinburgh please visit the website at: <https://www.dofe.org/>

Please talk to your son/daughter now about whether they are interested in taking part, and sign them up here. The deadline for registering interest is Monday 10 September.

<https://goo.gl/forms/LEW6iTBo6Z96P0n72>

We are currently recruiting a new Duke of Edinburgh lead and will let you know who that will be in our September "Meet the Team" Evening (12 September 2018).

Sixth Form Culture and Ethos

Our work with students and staff this year has highlighted the need to be explicit about our expectations around culture and ethos in the Sixth Form:

- **Our students** have firmly fed back that they want to be more deeply involved in our school and that they want a say in how our Sixth Form is developed.
- **Our staff** have fed back that they want to see an improvement in students' preparation for and attitude towards their lessons and their working day.
- **Our Leadership team** would love to involve the Sixth Formers in the whole school, give them opportunities for supporting and mentoring our younger students, and being strong aspirational role models to the whole school.

So, what does this mean in practice?

Cheney School

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Core expectations: From September our Sixth Form will provide a more professional working environment where our students are expected to use their time effectively. Our aim is that every student will have 100% attendance and be punctual to every lesson as well as making effective use of their study time. Additionally, we are focusing on all students demonstrating positive attitudes and contributing to the whole school community.

Student Leadership Team: We now have a team of 12 students on our new Student Leadership Team and they will take a central role in how we want to improve and develop our Sixth Form. Our next step is to recruit four head students from this group of students, who will take a leadership role for the whole school. We will start the process of recruiting students from our new Year 12 students in January 2019.

Contributing to the School Community: All Sixth Formers will be expected to work with the lower years. All Sixth Formers will be trained to offer mentoring and/or literacy support to a particular tutor group, and will work with them in two tutor times per week. Students will be notified of their tutor group mentoring slot on their timetable.

In addition, Sixth Form students will be strongly encouraged to support with duties around the school, help to run clubs/societies, support with school events and productions. This gives students useful work experience and provides them with an opportunity to develop skills that they can reference on any application.

Attendance and Punctuality: We expect 100% punctuality to all Sixth Form lessons, and at least 97% attendance. If students are going to be absent, they or their parent/carer needs to phone the Sixth Form Office (01865 755306) by 8.30am, so that we can get a message through to teachers. If a student calls in, they must provide a note from their parent/carer on the next day they are in school (if they are under 18), so that their register can be correctly maintained.

Security Responsibilities: All students are responsible for helping us to keep the school site secure by wear their lanyard and ID cards at all times so they can be identified.

Dress Code

We have now concluded our consultation with parents, students and staff. Thank you to everyone who contributed. We have decided to introduce a tightening up of our existing **smart casual** principles of dress from September. These principles, we firmly believe, will mean that our students come mentally and physically prepared for the demands of the school day, and ready to work. They are based on principles of propriety in a diverse and multicultural community, and on a professional working environment. We also hope that this will help our students get ready for future employment opportunities, when they attend interviews, and to take up other leadership and volunteering roles. We want to be as specific as possible about what this means to help everyone stick to the principles and will have a visual board in the Sixth Form area for September.



In a nutshell:

Principles a no-go:

- if you look like you have been or are going to the gym
- if you look as if you have been or are going for a night out
- If you are dressed for the beach
- faded and/or ripped denim
- hooded tops (coats with hoods are fine)
- sports wear
- white trainers or trainers which are clearly designed for the gym
- ripped clothing
- challenging logos/slogans
- clothes that can be seen up, down or through

Principles a go-go

- shirts
- polo shirts
- jumpers
- jackets
- cotton or canvas chinos
- smart dark-coloured jeans
- skirts/shorts/dresses no shorter than 10cm above the knee
- smart t-shirts
- smart sensible shoes for a busy working environment

[For specific details please follow this link](#)

Study Areas

Providing well-resourced, work-oriented study areas is of paramount importance, so we are very pleased to offer an extra silent study area for Sixth Formers from September. We will display clear expectations for each study area and we respectfully ask students to act accordingly. We also recognise that students need to work together in small groups and need some down time in the school day, so we will continue to offer L1 for group work and socialising at break and lunchtime. We have already installed some picnic benches outside the Sixth Form areas where students can work when the weather is good.

Year 12 Freedoms

We respect students' growing independence and desire for control over their own studies, so are happy for Year 12 students to manage their own time outside their timetabled lessons, by working in any of the study areas around school. Until the October half-term students are required to be in school from 8.30am - 3.10pm. Further independence will be granted when students have established good study routines.

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Key dates

Results day is 23 August. If you are a current Cheney student, we strongly urge you to see a member of the Sixth Form team in the Library as soon as possible after you have picked up your results to confirm your place or book an appointment slot to talk about your choices; we will start to see external students from 1.30pm. Details of how to book an appointment will be in your results envelope. If you are not in Oxford on 23 or 24 August, then please email the Sixth Form (sixthform@cheney.oxon.sch.uk) to confirm your decision, or to request an appointment for your return.

Year 12 are due in school after the summer break on **Monday 3 September at 8.30am**. Please support them by ensuring they comply with the dress code, making sure that they have all their equipment and that they understand the expectations around punctuality and attendance.

Year 12 “Meet the Team” Evening is on **Wednesday 12 September, from 5pm**. You will have the opportunity to meet your son/daughter’s tutor and get an overview of the Sixth Form, the extended curriculum and the mentoring support we will be offering students.

We sincerely hope that all students benefit from the changes we are introducing and will monitor and welcome students’ feedback to ensure continual improvement.

Thank you for your ongoing support and if you have any questions please do not hesitate to get in touch.

Kind regards

Ms Kate Hackett
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