



Year 13 Information Evening 2019

Mr Alan Falle – Head of Sixth Form – a.falle@vcj.sch.je

Ms Olivia Varney – Deputy Head of Sixth Form – o.varney@vcj.sch.je

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Change



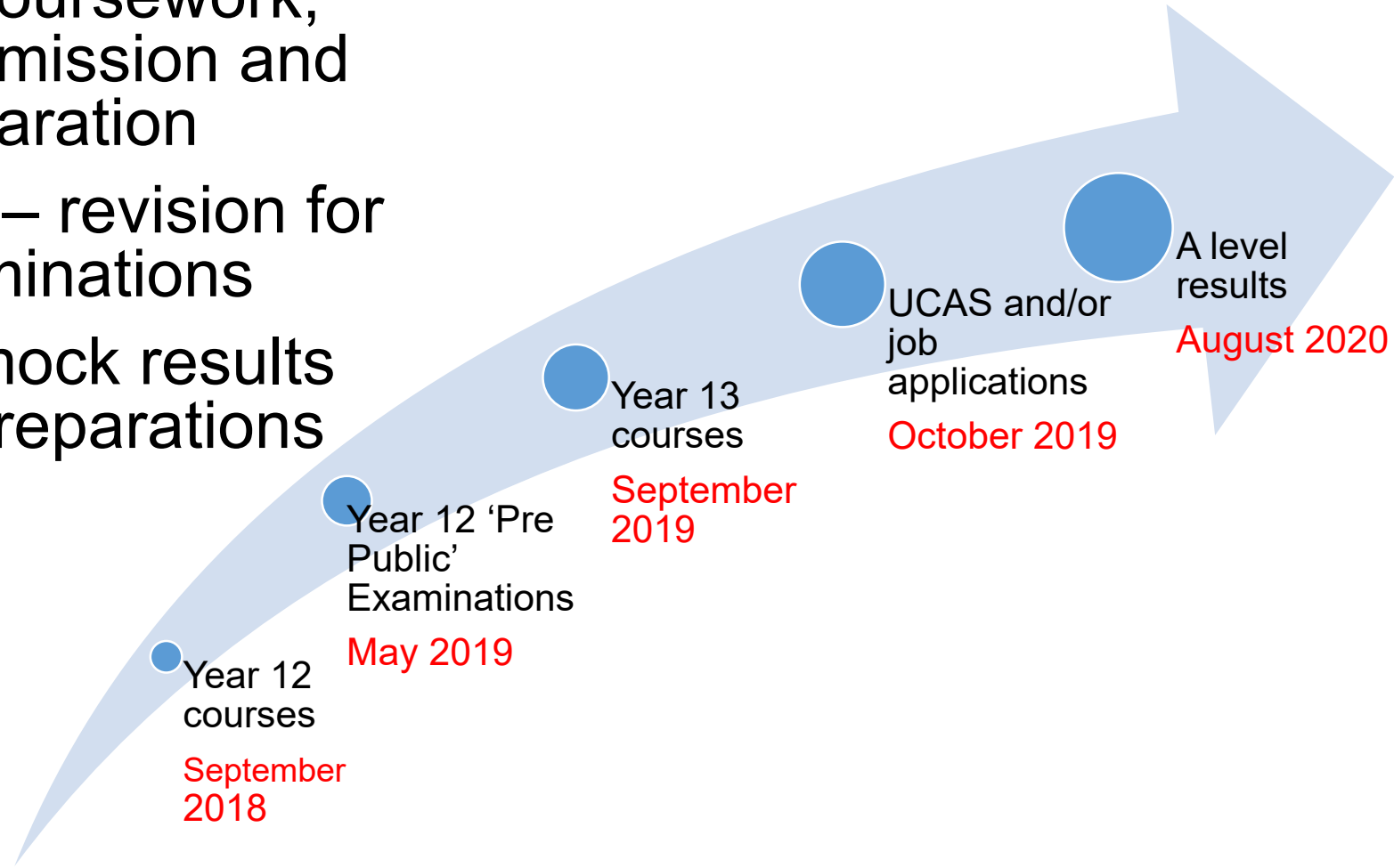
Change will;

- Be made over time
- Not be impulsive
- Grounded in evidence
- Involve parent and student voice where suitable
- Be intended to improve your sons experience, progress and support at Victoria College

Purpose and priorities



- Term 1 – coursework, UCAS submission and mock preparation
- Christmas – revision for mock examinations
- Term 2 – mock results and final preparations





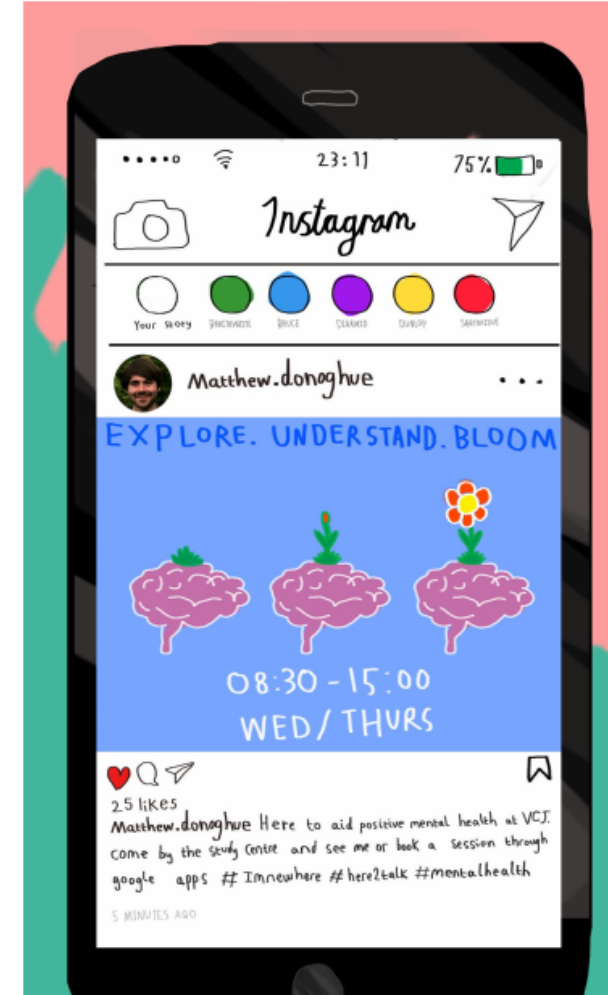
- The College's **mission statement** is to: “*create well rounded, resilient young men who have the skills, attitudes and values to be successful individuals who make a positive contribution to society*”.
- Especially true in Sixth Form through a thorough and comprehensive curriculum offer, staff and parental support, and student engagement.



- My role is to oversee the Sixth Form, to include;
 - Pastoral support
 - Academic progress and intervention
 - Personal growth
 - Self-reliance
 - Well-rounded young men
 - Enrichment
 - Attendance and punctuality
 - Potential changes in procedures and practices

Pastoral support

- Tutor
- Learning support centre
- School counsellor
- Mr Gosling
- Mrs Job
- Mr Falle





Outcome

- High achieving boys
- Boys who maintain a positive state of wellbeing
- Boys who are enriched beyond their chosen A Level curriculum

Assessing and reporting

- Progress Review dates:
 - Progress Review 1 – Friday 18th October
 - Progress Review 2 – Friday 13th December
 - Written reports – Friday 13th March
- Parents' Consultation evening:
 - 19th November
- Mock week
 - 16th – 24th January
 - Mock Results Day – Wednesday 5th February



Working in partnership



- Home-school communication
 - Website
 - Facebook / twitter
 - Weekly publications
 - ParentMail / 'In Touch'



- We will contact you with concerns, and ask you to do the same in return
- This enables;
 - School aware of factors affecting students
 - Well informed academic and pastoral support of students
 - Parents able to reinforce expectations and support from home

- Opportunities to offer feedback
 - Parent focus groups
 - Specific agenda items
 - Constructive environment
 - Questionnaires/surveys
 - Open dialogue



Expectations



Ethos

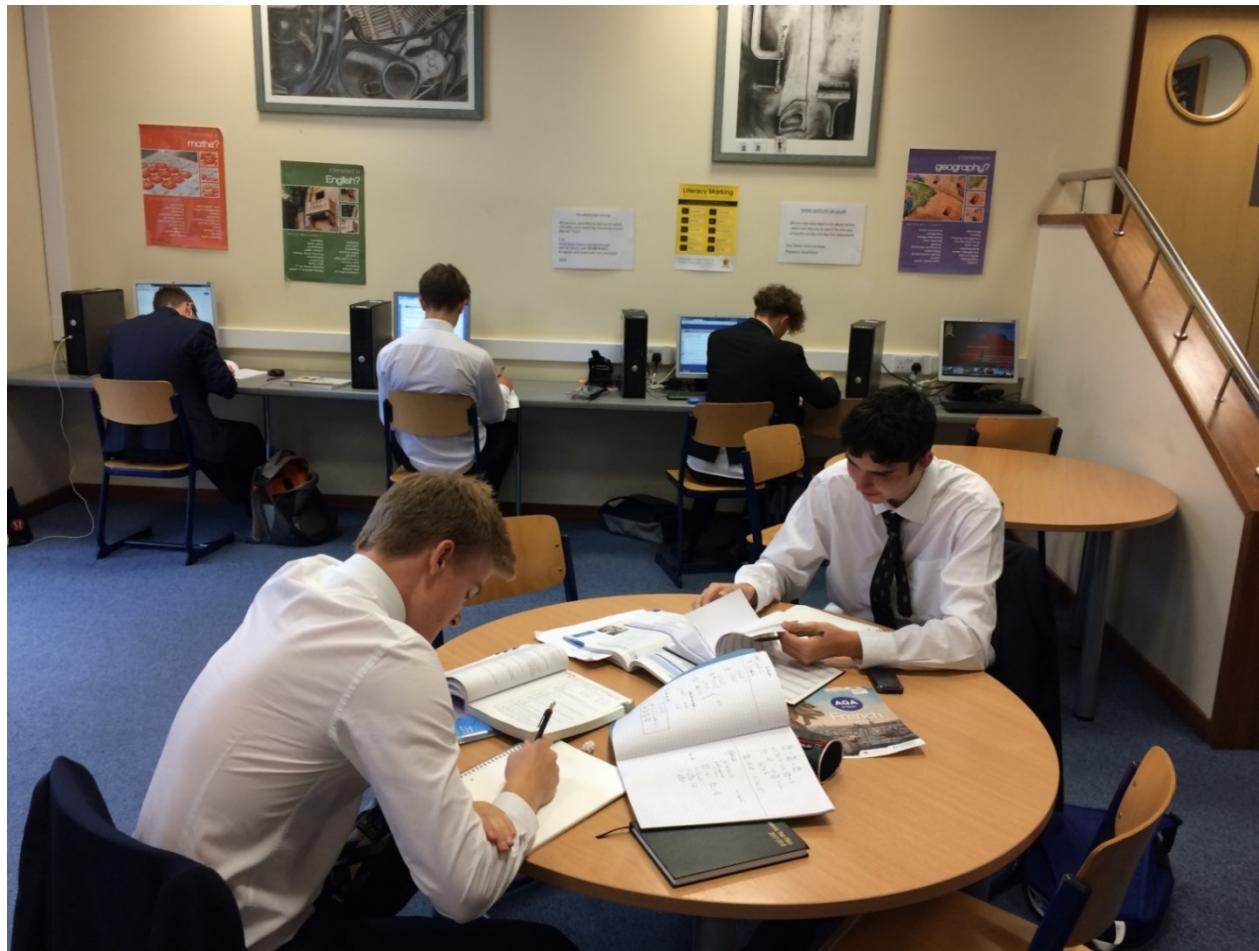
- Take responsibility
- Rise to the challenge
- Positive Mental Attitude
- Thrive as a role model
- *“Be the best that you can be”*



The basics

- Punctuality
- Attendance
- Appearance
- Maintain appropriate communication with staff
- Be role models at all times

Values





Respectful
Resilient
Resourceful
Aspirational



In class

- Actively participate and engage fully in learning
- Seek feedback and reflect upon performance
- Persevere when faced with challenges
- Manage time effectively and use initiative during set tasks
- Attend, on time, with required equipment

Out of class

- Act upon feedback to improve upon work
- Persevere with challenges
- Manage time effectively and demonstrate self-discipline
- Use initiative to complete work set
- Work above and beyond expectations by accessing additional resources and support sessions
- Use independent time to make progress



Procedures



Absence requests

- Absence from lessons is not advised, and parents are urged not to remove their son from classes during term time.
- Where unavoidable, the student should collect and complete a request for leave of absence form.
- The form must be signed by each teacher whose lesson would be missed, as well as by the student and a parent.
- Submitted to Head of Sixth Form once week in advance of planned absence.
- The Head of Sixth Form will present the form to the Headmaster for his consideration and signature/comment. The original will be kept in the student's file.
- The same form should also be filled out where a student will be absent from class on an official College visit or tour in order to identify pieces of work that will need to be completed on his return.

Home study

- Year 13 students only
- School Prefects, in recognition of their office and of the time that they give to the College beyond the school day, have Home Study as they wish, but must sign in and out of College using the book at Reception.
- Other Year 13 students may apply for Home Study from September of the Upper Sixth.
- Periods of Home Study will be determined by a students' timetable and their most recent report – Effort grades should be 3 x G or better.
- Home Study must not conflict with any classes or commitments expected by the College - Assemblies, Sixth Form duties. Failure to complete these will mean that Home Study is rescinded.

Home study

- Home Study will only be available after 2.30pm, after Assembly or Tutorial Period. Pupils must sign out of College using the book at Reception as they leave.
- The Head of Sixth Form will write to the student's parents to inform them of Home Study periods that have been granted.
- The student's Tutor will monitor his performance and any drop in effort or other concern - for example punctuality - will mean that Home Study is rescinded and another letter will be sent to parents and copied to Tutors/teachers.
- The Tutor will monitor attendance records regularly in order to ensure that the student is signing in and out as required.

Additional Study Periods

- If a student fails to hand in a piece of work, and Departmental measures have failed to secure prompt submission, his Tutor will be informed.
- The pupil can then be gated (i.e. not allowed off the school site during lunchtime).
- This sanction will be maintained until the student completes the work to a satisfactory standard.
- Members of staff should notify the Head of Sixth Form (HoSF) that a pupil is being gated, copying the pupil's tutor. The student will need to report to the HoSF during lunch.
- Students who continually fall short of expectations will be entered into an Additional Study Period (ASP).
- ASP will operate between 1530-1700 in the Sixth Form Centre and will take precedence over any and all extra-curricular activities.

Additional Study Periods

- This measure is aimed at supporting Sixth Formers who consistently fail to hand in work on time and/or to the requisite standard.
- Its purpose is not to punish, but to help students to manage their workload more effectively.
- Pupils will be entered into an ASP by the HoSF. The pupil's parent and tutor will be informed.
- HoSF (or a delegated person) will take a record of attendance and supervise the ASP in the quiet room of the Sixth Form centre. Failure to attend such a session will be regarded as a serious disciplinary matter.

Additional Study Periods

- Should the work be received ahead of the scheduled ASP, then the teacher should notify the HoSF and the pupil's name will be removed.
- A record of the issue of an ASP will be retained on SIMS for reference.
- Alternatively, where students are behind with work, it is quite appropriate for Sixth Form teachers to require them to sit in the back of Lower and Middle School classes which are being taught by the teacher involved.
- Pupils who consistently fail to meet deadlines may also be placed into supervised private study using the timetable Supported Study lessons in Year 12.



Contacts

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Tutors

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