

23 January 2018

DH/RB

Dear Parent / Carer

Your son / daughter will soon be sitting mock examinations in A level subjects on Monday 29 January and Tuesday 30 January. The results of the mock examinations will be posted to you during the week commencing 26 February. In Term 4 you will receive a copy of the Year 13 report which will be posted during the week commencing 26 March. Students have, this week, been given a copy of the dates and times of the summer examinations which start in May. The time between now and the start of the summer examination season will be crucial in ensuring that they achieve their true potential.

Attendance will continue to be vital throughout Year 13. Students are expected to register in the morning with their tutor and be in all lessons. **We would be very grateful for your support in helping us to maintain a high level of attendance and hope that you will continue to contact the school to let us know if your son / daughter will not be in school.** Year 13 students can apply for home study periods, up to a maximum of 5 one hour sessions each week, when they are not timetabled to be in lessons. Home study sessions cannot begin until approved by me and signed by a parent / carer and the slip returned to Ms Brook in the Sixth Form office. In addition, unless students are involved in sport fixtures, they are allowed home study on a Wednesday afternoon if they wish.

I have recently carried out a student survey across the Robert Carre Trust schools. This has highlighted the fact that a significant number of students in the Sixth Form are failing to spend sufficient time outside the classroom on their studies. Although most students will complete tasks set by their teachers as homework, this will be insufficient if a student wishes to achieve their full potential. A Sixth Form student is allocated 5 hours of taught lessons per subject each week. We recommend that, in addition, a student will spend a minimum of 5 hours on each subject outside the classroom. In order to address this issue each department has produced a subject specific independent study guide to ensure that all students understand the additional things that they should be doing outside of the classroom. Students have been provided with these guides in the majority of their subjects and they will be available on the school website for you to view.

The student survey also highlighted that some students are spending a significant amount of time on paid work. National data indicates that more than 8 hours of paid work each week will have an impact on the final results of a Sixth Form student. I understand that students want the independence of part time work and the money that goes with it, but it is also important to consider the effect that it will have on studies. Please work with us and encourage your son / daughter to limit the number of hours of paid work to 8 hours or less.

I hope that you find this information useful. If you have any queries or concerns regarding your son / daughter do in the first place contact their tutor or Mr Pickard, Head of Year 13. If you have any queries regarding issues raised in this letter then do contact me.

Yours faithfully



**Diane Hickmore**  
Director of Sixth Form (Robert Carre Trust)