



Temple Moor, Brigshaw & Royds

POST- 16 PARTNERSHIP

The Partnership Code of Conduct – The Minimum to Reach Your Maximum

1. Lanyards should always be worn in the school building
2. Outdoor wear should be taken off when in the classroom (e.g. coats, scarfs and hats)
3. Mobile phones should be out of sight and switched off in school. It is acceptable to use your phone in sixth form only social areas
4. Equipment, books and files should be out on tables at the start of every lesson and opened at the last lesson
5. You should be on time for your lesson and form time

Year 13 Learning Agreement

2018 – 2019

Student Name:

**STATEMENT ON THE BACK PAGE TO BE SIGNED BY YOU AND YOUR PARENT/CARER.
PLEASE HAND THE SIGNED SHEET TO YOUR FORM TUTOR.**

**This agreement is binding between students and Temple Moor High School Sixth Form
and is a pre-requisite of the enrolment process.**

Temple Moor High School Sixth Form will provide you with:

Form Time at 8:25 am until 8:50am (Monday, Tuesday, Thursday and Friday with additional Wednesdays)

- Compulsory part of the school day. In addition to assembly once per week, we have a statutory obligation to deliver aspects of PSHE. Pastoral and academic mentoring is also undertaken during form time at set times during the year. Exam preparation and revision guidance are planned at the appropriate time of year. Students will receive decision making guidance, UCAS training, apprenticeship support and skills set assessment. At certain points in the year, an extra form time will be introduced for Year 12 students on a Wednesday to support the search for work experience.

Quality teaching and formative assessment

- This will involve the highest standards of teaching, setting and marking of homework and coursework.
- Feedback will be given to students along with next steps advice to improve the quality of work further. Any concerns should be reported to either Mrs Cuddy the Phase Leader or Mrs Pearson the Pastoral Leader immediately.

Regular reporting and monitoring

- You will receive three reports per academic year as well as two subject led parents' evenings.

Why?

- You, your parents and your teachers need to know how well you are progressing and whether any further action needs to be taken to help you achieve your full potential.

Facilities and resources

- You will have access to the Sixth Form computer suite which is a quiet study area exclusively available to Sixth Form students. The Social Study Area computers, Library and break out areas are also available to you should you wish to use them.

Careers guidance

- This will come through various forms such as your form tutor, assemblies, UCAS, trips, guest speakers and booklets. In addition to this you will continue your use of Unifrog to explore careers and pathways in more depth and to record your key competencies.
- We also have a designated careers guidance adviser, Mrs Pasfield, who undertakes one-to-one careers counselling with you as to relevant college courses, further education, modern apprenticeships and graduate careers.

What we expect from you:

100% attendance and punctuality to all lessons including study periods and form time

- We firmly believe that success very much goes hand in hand with attending lessons and form time sessions. Missing form time, lessons and study periods will affect your chances of achieving your full potential.
- The Sixth Form expects you to attend over 90% of lessons, registration and study periods. If in the event you are ill you must contact the Sixth Form absence line, which is 0113 3900776. This can be done by yourself or your parent/carer.
- For known absences such as a driving test or an orthodontist appointment you must complete a yellow known absence form, which can be found outside the Sixth Form office. Please note we do not authorise doctor's appointments in lesson time. If in the event you need to attend an emergency appointment, please see Mrs Pearson.
- If your attendance is below 90% attendance/unauthorised absence by Easter of the year you are leaving will be asked to pay for your BTEC/Exam entries as explained in the Examinations Policy :

The school may impose a charge equal to the financial charges levied by examination boards on: students at post 16 who have failed to attend a minimum of 90% of lessons throughout the duration of the course, without the production of valid medical or other discretionary evidence.

- *If this occurs the school will hold the final decision over exam entry. The school does not hold authorised absences against a student's attendance, only holiday periods and unauthorised or unreported absences are taken into consideration.*

High levels of respect for yourselves, each other, your teachers, our school and wider local Community

- It is by having the highest level of respect for others and yourself that you are able to develop socially and morally.
- We have the highest expectations for all of our Sixth Form students and you are expected to be courteous and hard working. Additionally, you are ambassadors for the school and we want you to inspire our younger students.
- Observe the standards for conduct and classroom learning – The Minimum to Reach your Maximum

A strong work ethic

- We expect you to work hard both in and out of school because you have chosen to continue your education at Temple Moor Sixth Form – it is your choice to be here, no one has forced you.
- Commitment to your studies is crucially linked to success.

Make good use of your study periods

- Study periods are staffed and registered like all other lessons on your timetable. You have to make mature decisions about when to complete homework and to read around your subjects. If you are unable to do this, you will lose your non contact periods and will have to be in school every day between 8:25am-2:50pm. It is possible for us to change your study periods if you are volunteering, have a placement or to make your day more manageable. Please see Mrs Meiklejohn.
- If your teachers are concerned about your progress or you are struggling to meet deadlines, we will add extra study periods to your timetable for as long as necessary. This should be seen as a supportive measure and is not used as a punishment.

Achieve at least a grade 4 in GCSE Maths and English

- These qualifications are required by the vast majority of universities and employers.
- Where a student has not achieved these grades in Year 11 they will attend timetabled taught lessons. Attendance is vital. Once you have your qualification, you will have more time to spend on your other studies. You will also be given extra study periods to dedicate to your GCSE resit until you have passed your exam.
- You will be required to attend a separate meeting with your parents to discuss the support you will be given if you are resitting. You will also be required to attend a separate progress review meeting with the Phase Leader.

To not take holidays during term time

- From 1 September 2013, schools are no longer allowed to authorise any requests for children to be taken out of school for a holiday during term time. The rules are the same in Sixth Form as for the rest of the school.

To follow at least 3 subjects through the entirety of Year 13

- You will study three subjects at A Level, or an equal combination of Double BTECs and A Levels. Some students in Year 12 and 13 will also have the opportunity to take the Extended Project alongside their other subjects to enhance their qualifications and develop future opportunities.

Changing your mind

- It is not possible for students to re sit a year or to reapply after they have left the Sixth Form.
- If you find that sixth form study is not for you at any point, we are here to help. We will talk to you about your options and put you in touch with Mrs Pasfield who will help you to find an alternative placement, job or apprenticeship.

Destinations

- At key points in the year, we will ask you to tell us what you intend to do Post 18 whether it is University or an apprenticeship. It is important that you record this on Unifrog so that we can give you appropriate guidance.

UCAS Timeline

- If you decide to apply to university, the Sixth Form operates to strict internal deadlines. This is so that we can manage your application properly and ensure your reference is as strong as possible.
- It is your responsibility to meet those deadlines and to understand that if you do not, your application may not be sent off on time.

CONFIRMATION OF INDIVIDUAL LEARNING AGREEMENT

Name of school: Temple Moor High School

Name of student: _____

Address of student: _____

I agree to abide by all of the regulations that have been set out in this document. I understand that if my son/daughter does not meet these requirements they could be asked to leave the sixth form and exam entry will be withheld.

Signatures:

Student Name _____ Signature _____

Parent/Carer Name _____ Signature _____

Date _____

A learning agreement has been signed and is now in place in respect of the above named student.

PLEASE RETURN THIS COMPLETED FORM TO YOUR FORM TUTOR

THANK YOU