

7<sup>th</sup> July 2017

Dear future 6<sup>th</sup> formers

Many congratulations on completing your GCSE's and we hope you have had a rewarding break so far. We thought it was important to send you some information about the start of the new academic year in September. If you have any questions about any of the information below, then please do not hesitate to get in contact with anyone from the 6<sup>th</sup> form team.

**Year 12 students who were in Year 11 at The Wellington Academy**

Thursday 24 <sup>th</sup> August	10 – 12am	Collect GCSE results from the Academy
	10 – 12am	6 <sup>th</sup> form enrolment interview
Tuesday 5 <sup>th</sup> September	9.30 am	Tutor rooms and collect your 6 <sup>th</sup> form timetable
	10.40	Start lessons

**Year 12 students who will be new to The Wellington Academy**

Monday 4 <sup>th</sup> September	1.15pm - 3pm	6 <sup>th</sup> form area to meet the 6 <sup>th</sup> form team and enrol on to courses, take photographs, finger prints and meet your buddy.
Tuesday 5 <sup>th</sup> September	9.30am	Meet your tutor and collect your timetable
	10.40	Start lessons

If for any reason you cannot make these times, please let one of the 6<sup>th</sup> form team know as soon as possible.

**Expectations:**

As 6<sup>th</sup> students you are expected to set the standard for the rest of the school and act as ambassadors at all times. You must attend all lessons and all lessons on time. Any absence must be communicated and supporting evidence (e.g. appointment card) will be required. Within the building phones and headphones may be used but only in the designated 6<sup>th</sup> form area. Students are also able to use the study spaces around the school but only to do work, any general chatting should be reserved for the 6<sup>th</sup> form common area.

**Lesson times:**

As a 6<sup>th</sup> former you will not have 6 lessons a day. However you will be expected to use your non-contact time to study independently.

Lesson 1                      8.40 – 9.30

Lesson 2	9.30 – 10.20
Break	10.20 – 10.40
Lesson 3	10.40 – 11.25
Lesson 4	11.25 - 12.15
Community Time	12.15 – 12.45
Lunch	12.45 – 1.15
Lesson 5	1.15 – 2.05
Lesson 6	2.05 – 2.55
Lesson 7	3.00 – 3.50

### **Dress Code:**

#### Male dress code:

- A collared shirt should be worn (polo shirts are acceptable and t-shirts may be worn under jumpers)
- Tailored trousers or chinos (jeans are not acceptable)
- Suit jacket, blazer, jumper or cardigan (hoodies are not acceptable)
- Smart shoes must be worn (no trainers or flip flops)
- Ties are optional

#### Female dress code:

- Smart tops eg shirt or blouse must be worn (exposure of the abdomen is unacceptable as are low cut, strapless, backless or baggy tops)
- Skirts and dresses should not be too short (just above knee length at the shortest and no denim)
- Trousers may be full or  $\frac{3}{4}$  length but no shorter. Any cropped trousers must be formal or tailored (jeans are not acceptable).
- Suit jacket, blazer, jumper or cardigan (hoodies are not acceptable)
- Smart shoes or boots must be worn (no trainers or flip flops)

Clothing required for course specific reasons eg chef whites and sports clothes may be worn in those lessons as and when required by the teacher but must not be worn around the school in general.

Clothing that features logos, slogans or badges are unacceptable – this does not extend to manufacturers names or small logos that are displayed discreetly.

Hair must be of a natural colour, bright colours are not acceptable.

Hats and other headwear items are also deemed unacceptable.

Most jewellery is considered acceptable; however, students may be required to remove items if an excessive amount of jewellery is worn.

Because of the constant changes of fashion that take place, it has to remain the right of the Senior Leadership Team, and the 6th form team to determine that a particular item of dress is not appropriate for school.

(The dress code however is currently being reviewed and if there are any changes you will be informed).

### **1<sup>st</sup> week arrangements**

#### **Lanyards:**

All 6<sup>th</sup> formers are required to wear a lanyard at all times when at The Wellington Academy. Once a student has enrolled a temporary lanyard will be given out until the photo id is issued.

#### **Food:**

All parents will be allocated log in details for a parent pay account, this enables students to purchase food at the school canteen. In the first week, if this is not yet activated, students will be permitted to use cash, however, once parent pay is activated, cash will not be accepted.

#### **Tutor program:**

Each week you will meet with your form tutor for two 30 minute sessions. The tutor program is designed to support you in your studies whilst also providing pastoral support. Topics that will be covered include:

- Future career pathways (apprenticeships, university and work)
- UCAS guidance for university applications
- Well-being (smoking, online safety, alcohol abuse etc.)
- Termly academic monitoring

#### **Information and Guidance (IAG)**

Once a week the 6<sup>th</sup> form meet together for an IAG presentation in our theatre. The aim of IAG is to enhance our students knowledge and understanding of the world around them and the opportunities that are available to them. Examples from the past academic year include:

- Safe drive stay alive
- Various healthcare professionals
- University speakers
- Local and national employers
- Celebrating success in the 6<sup>th</sup> form
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#### **Key contacts:**

For all 6<sup>th</sup> form students, your first point of contact will be your tutor who will be able to help you with all your questions either directly or by moving you on to another member of the team. The team members specialise in the following areas;

- Shelly Willis: Careers and Pastoral support
- Mr Gibson: Teaching and Learning
- Mr Bissington: Progress and Futures (including UCAS)

- Mr Mills: Rewards and Sanctions and the Senior Diploma

### **Houses:**

All 6<sup>th</sup> form students will be allocated to one of the 8 houses that run across the school. You, along with the rest of the school, will participate in 'house competition and events', including the annual sports day during the Summer Festival. In addition, students are offered the opportunities to take on leadership of their individual house.

### **Head Boy and Head Girl:**

Election for these positions will take place during the 2<sup>nd</sup> week of September. This is a whole school campaign in which all of our candidates will be delivering assemblies across the school as well as meeting and greeting during tutor time. The position of Head Boy and Girl is given to students in Year 13. There will be additional Deputy Roles for students who are coming into Year 12, so please look out for opportunities to get involved in.

### **Personal details form enclosed**

We would be grateful if you could also complete the enclosed personal details and medical consent forms in order to ensure that the data we hold on file for students and parents is accurate.

### **Bursary/Additional Arrangements**

If you are student travelling from Pewsey and require more information about transport options available on offer from school, please contact Shelly Willis on 01264 405060 ext 3922.

Finally, if you are a student who may require additional financial support with regards to undertaking and completing your courses please contact Shelly Willis who will be able to advice on whether there are any bursary options that may be available to you.

From everyone in the 6<sup>th</sup> form team, we hope you have a restful summer break and we wish you all the very best on results day. We look forward to seeing you in September.

Best wishes

The 6<sup>th</sup> form team.