



# Allerton Grange School

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15 December 2020

Our Ref: LBr/IGi

Dear

As this term draws to a close, I would like to take this opportunity to firstly thank you for supporting the school as we have all adjusted to a 'new normal' and also to make you aware of the following information.

### Parents' Evening – Thursday 28 January 2021, 4.30 - 6.30 pm

Please note that Parents' Evening for Year 12 will take place on 28 January 2021, 4.30 - 6.30 pm. This will take place remotely with parents and guardians being able to book appointments with teachers and members of the sixth form team via the usual booking system. You will have the chance to speak to subject teachers and receive any relevant feedback on his/her performance. It will also give you the opportunity to discuss appropriate targets to help him/her achieve their potential. Therefore, we would ask that all parents attend Parents' Evening. Further information will be sent out separately next term and information about the system is available on the school website [Virtual Parents' Evenings - Allerton Grange](#)

### External Exams

**Please note some external exams are also taking place in January in IT, and the Cambridge Technical in Sport and Physical Activity. The results of these exams will contribute towards the overall grade students receive at the end of their course.**

The timetables for exams are available on the school website and students have been issued with their own individual timetable. They have been asked to carefully check their timetable so they are aware of the date and time of each exam. On arrival at school, they should go straight to their examination room.

### Virtual work Experience

All Year 12 students are expected to participate in a form of work experience; this is to help inform them about and/or prepare them for future careers. Under 'normal' circumstances, we would be planning for students to secure a placement towards the end of the summer term. However, due to the pandemic, we are strongly encouraging students to secure virtual work experiences. In the future, we hope that students will still be able to undertake work experience placements, in the usual way, but in the meantime, we want students to secure virtual placements to ensure that they do not miss out on what the school and previous students have found to be a very valuable experience in careers planning. Students have been sign posted to the online careers programme, Unifrog, which all students have an account to access. Therefore, please support us by encouraging your son/daughter to secure a virtual placement.



## **Attendance**

Good attendance is the basis for good attainment. Students are expected to maintain an excellent attendance record. It is important to remember that when writing references for students, whether for university applications, college courses or prospective employers, we are asked to comment on attendance, punctuality and work ethic. If your son/daughter is unable to attend school, please contact us on the morning of their absence to provide a reason for their absence.

Please find enclosed a summary of your son/daughter's attendance so far this term. Please contact the school via our sixth form email [6thform@allertongrange.com](mailto:6thform@allertongrange.com) to provide explanations for any absences shown as N or O, which denotes they are currently unauthorised absences, and would therefore impact the information we would supply in the future about your son/daughter should we be called upon to provide a reference. Next term, we will be contacting individual parents/guardians about students if we are concerned about their attendance and the impact this is having on their educational progress.

I would like to take this opportunity to remind you of the following information.

## **School attendance and Privilege Pass system**

All students are expected to attend registration every day at 8.45am. During form time we deliver sessions on careers, PSHE and our enrichment programme. Therefore, it is an incredibly valuable part of all students' timetabled lessons. The Privilege Pass system is designed to encourage students to develop independent learning skills as well as employability skills. All students start on the bronze level of privilege and their privilege level is reviewed on a half-termly basis. Information about support plans are also included within the Privilege Pass System and these are put in place where we feel that students are struggling to meet their academic potential. More information on the Privilege Pass system is available on the school website.

## **Mobile Phone Policy**

In support of our Mental Health Policy, mobile phones and any other electronic digital device (including smart watches) have been banned from use within the school building and outside areas on the school site. However, sixth form students are permitted to use their mobile phones in the common room only. Mobile phones and such devices will be confiscated if seen or heard on the school site, with the exception of the common room, and stored in the school safe for 48 hours.

## **Dress code**

In sixth form, we recognise the importance of setting an example to younger students in school. Sixth form students are expected to adhere to the following guidelines:

- Track suit/jogging bottoms/ripped jeans and shorts are not allowed
- Skirts should be knee length or below
- Shoulders and midriffs should be covered
- One discrete facial piercing is allowed (studs only, no hoops)
- Hats and coats should only be worn outside
- Lanyards must be worn at all times
- Natural hair tones and makeup are acceptable

*Please also note that due to the current situation regarding COVID-19, facemasks are now also required and, over the winter period, coats can be worn inside.*

## **16-19 School Bursary Fund**

As you will already be aware, money from the 16-19 bursary fund is available to students with a household income of less than £25,000.00. Students who currently receive free school meals automatically qualify for the bursary. The bursary is designed to help pay for things students really need to stay on for further education at sixth form. Examples of what this can be spent on include bus tickets to and from school, equipment for courses (such as an appropriate school bag, folders, revision cards and pens) as well as activities and trips which are part of the academic enrichment or wider

enrichment programmes. Students eligible for it can also apply to borrow a school laptop for the year. The application form was sent to all students via their school email in September and information about this can be found on the school website. Students can apply for the bursary during the school year if financial circumstances within their household change.

**Important dates**

Christmas holiday Monday 21 December 2020 – Friday 1 January 2021

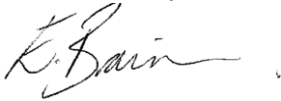
Parents Evening Thursday 28 January 2021 4.30-6.30pm

Maths and English GCSE resit PPE exams Monday 1 – Friday 5 February

Half term Monday 15 February – Friday 19 February

I wish you and your families a safe and enjoyable Christmas break.

Yours faithfully

A handwritten signature in black ink, appearing to read 'E. Braim', with a small flourish at the end.

Mrs E Braim

Curriculum Leader of Sixth Form

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