

# Year 12 Parental Information Evening

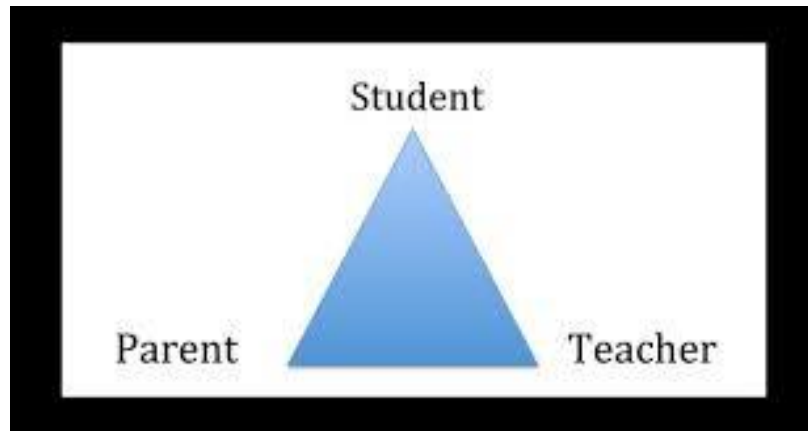
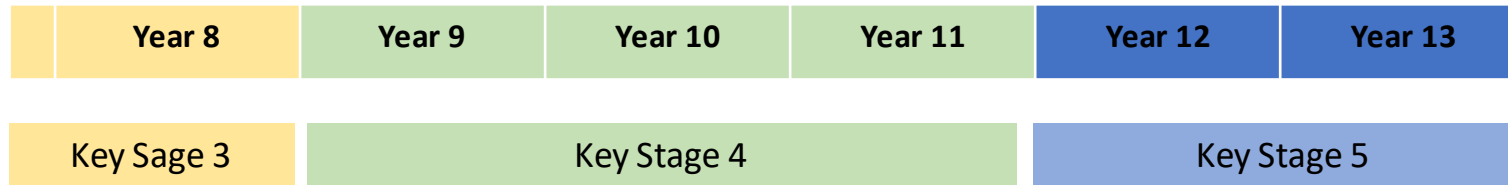
September 2023



The presentation will cover the following areas:

- Staff Introductions
- Results
- Timings of the school day
- Attendance
- Dress code
- Post 16 independence
- Support
- Careers Road Map
- Safeguarding
- Study Ratings
- Pastoral Programme
- Bursary
- Fun

# Welcome



# Key staff and responsibilities



**Ms Louise Blundell**  
HEADTEACHER



**Mrs Carolyn Tipler**  
DEPUTY HEADTEACHER -  
LEARNING & STANDARDS



**Mr Jonathan Mailey**  
DEPUTY HEADTEACHER -  
PASTORAL & BEHAVIOUR







Mrs Mills: Sixth  
Form attendance



Mr Heysham:  
Joint Head of  
Sixth/Head of Yr. 13



Mrs Holwell:  
Sixth Form Office  
manager



Mrs Ramsay:  
Joint Head of Sixth/Head  
of Yr. 12/KS5 academic  
mentor



Ms Fairs:  
DSL and KS5  
strategic lead



Mrs  
Gardiner:  
Careers  
Advisor



Mrs Rigby:  
SEND link  
for KS5



Jonty  
Hall



Evie-Grace  
Cryer



Casey  
Daley



Mia  
Finch



Hannah  
Miller



Sam  
Barnes

Senior Students

Chairs of Sixth  
Form Council





# Tutoring in Year 12

(you will receive an email introduction)

12F1 Ms. Hay

12F2 Mr. Olive/Ms. Allan

12F3 Mr. Stokes

12F4 Ms. Sciarrino

12F5 Mr. Reakes

12F6 Mr. Williams/Ms. Tickner

12F7 Ms. Davies

12F8 Ms. Van Den

# Results



- As a school, we are immensely pleased and proud of what our year 12s achieved with their GCSEs.
  - Disrupted year 8/9
  - Higher grade boundaries
  - A long and tiring exam season
- We made sure that we have the students on the correct courses for their qualifications
- Students need to allow some time to bed into courses...but they have been told that there is a window that closes on changes after three weeks.
- Probationary period for some

# Timings of the school day



## Gordano School - Timings of the School Day 2023-2024

All Students Years 7-13		
	MTWT	F
Reg	8.45	8.45
P1	9.05	9.20
P2	9.55	10.10
Breaktime	10.45	11.00
P3	11.15	11.25
P4	12.05	12.15
Lunchtime	12.55 (bell at 1.35)	1.05 (bell at 1.45)
P5	1.40	1.50
P6	2.30	XXX
End	3.20	2.40



# When are year 12 in school?

- Timings for Year 12 are **the same as Year 11.**
- 0840 to 1520
- Students are allowed to leave the school site for lunch and break time – their lanyards allow them gate access at these times
- Some Home Study time is granted toward the end of this academic year.





# Time students can sign out/arrive later



	1Mon	1Tue	1Wed	1Thu	1Fri	2Mon	2Tue	2Wed	2Thu	2Fri
1	12P/S+1 \$JDR	12Q/S+1 \$AMT	12S/S+1 \$CEG	12P/S+1 \$BLD	12R/S+1 \$SQW	12Q/S+1 \$CEG	12R/S+1 \$MAI	12S/S+1 \$CMT	12P/S+1 \$DPD	12P/S+1 \$HKT
2	12S/S+1 \$CJY	12Q/S+1 \$DJL	12Q/S+1 \$TJP	12P/S+1 \$BLD	12R/S+1 \$CLA	12Q/S+1 \$AXB	12R/S+1 \$DJL	12R/S+1 \$LKP		12P/S+1 \$HKT
3	12R/S+1 \$JEB	12S/S+1 \$DFW	12R/S+1 \$CEG	12Q/S+1 \$AXB	12P/S+1 \$HJF	12R/S+1 \$AMT	12S/S+1 \$CEG	12Q/S+1 \$BLD	12S/S+1 \$DJL	12Q/S+1 \$CQP
4	12Q/S+1 \$CEG	12S/S+1 \$CML	12R/S+1 \$HJF	12Q/S+1 \$CEG		12P/S+1 \$HRH	12S/S+1 \$SGT	12Q/S+1 \$BLD	12S/S+1 \$DJL	12R/S+1 \$RAA
5		12P/S+1 \$JYB		12S/S+1 \$DFW		12S/S+1 \$CJY	12P/S+1 \$HRH		12R/S+1 \$SQH	
6		12P/S+1 \$JYB		12S/S+1 \$DPD		12Q/S+1 \$JEB	12P/S+1 \$HJF		12R/S+1 \$SAF	

There is no home study in Year 12

# Attendance Procedure

Mon 10/07/2023									Tue 11/07/2023									Wed 12/07/2023									Thu 13/07/2023									Fri 14/07/2023									
AM	1	2	3	4	PM	5	6	Twi	AM	1	2	3	4	PM	5	6	Twi	AM	1	2	3	4	PM	5	6	Twi	AM	1	2	3	4	PM	5	6	Twi	AM	1	2	3	4	PM	5	6	Twi	
/			/	/	\				/	V	V	V	V	\	V	V		/	/	/	/	/	\				/	/	/	/	/	S	S	S		/	/	/			\	/	/		
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What , why and how

What parents students need to do

# Attendance codes - incomplete

Periods attended during 18/06/2023 - 18/07/2023

Subject	Possible	Present	Percentage	Lates
Careers Educatio	1	0	0.00%	0
Economics	27	19	70.00%	2
Electives	8	4	50.00%	0
Geography	25	14	56.00%	2
Mathematics	27	17	63.00%	2
Study Plus	26	19	73.00%	0

Overall lesson attendance 64.04%

Designated Absence Line and  
email 6thformattendance@gordanoschool.org

Wed 19/07/2023										
AM	1	2	3	4	PM	5	6	Twi	AM	
/			N	N	-	-	-		-	
N	-	-			-	-	-		-	
N	N		N	N	-	-	-		-	
V		V	V	V	V	V	V		V	
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# Attendance Procedure

Intervention	Managed By	Duration
95%+ - no intervention	NA	NA
<b>Stage 1- Attendance support plan</b> <ul style="list-style-type: none"> <li>90 - 95% attendance over four weeks</li> <li>Form tutor to meet with student</li> <li>Form tutor to contact home</li> </ul>	Tutor	4 weeks
<b>Stage 2 - HOY intervention</b> <ul style="list-style-type: none"> <li>Students at 80% - 90% over four weeks OR</li> <li>Students who have not improved following Stage 1</li> <li>HOY to meet/phone parents to notify and discuss attendance</li> <li>HOY meets <u>weekly</u> with student</li> </ul>	HOY	4 weeks
<b>Stage 3 - SLT intervention</b> <ul style="list-style-type: none"> <li>Students below 80% attendance OR</li> <li>Students who have not responded to stage 2</li> <li>SLT link to discuss attendance and meet with parents</li> <li>Timeline and conditions for improvement set</li> </ul>	KS5 SLT lead	4 weeks
<b>Stage 4 - Final intervention</b> <ul style="list-style-type: none"> <li>In rare cases where students have not improved following stage 3, a meeting with the Headteacher, parents and the student may be necessary.</li> <li>If Gordano Sixth Form is not the right provider for the student, a <u>careers</u> exit interview may be arranged</li> </ul>	Headteacher	Bespoke

Absence	Authorised?	Supporting documentation required
Medical issues/illness	Yes	Parent/student to contact the Sixth Form absence line/email address
Medical appointments <u>e.g.</u> doctor, dentist, orthodontist, hospital	Yes	Medical appointment card/email
Funerals	Yes	Parent to contact Sixth Form office
Birthdays or similar celebrations	No	
Open Days/Summer schools and university interviews	Yes	Fill out the BLUE form at least one week beforehand and return to the Sixth Form office with the teachers' signatures
Driving Tests/driving theory tests	Yes	Fill <u>our</u> the YELLOW form at least one week beforehand and return to the Sixth Form office with the teachers' signatures
Driving lessons	No	
Taking care of younger siblings	No	
Term time holidays	No	
Special occasions/family emergencies	At school's discretion	See note below

For special occasions and family emergencies Gordano Sixth Form will be as supportive as we possibly can but we are obliged to consider the following factors:

- The nature of the event
- Frequency of requests/absences required
- Overall attendance of the student
- Other extenuating circumstances



# Expectations

- Dress code to be appropriate for a working environment in a school
- Treated in the same way as staff for tattoos and piercings
- Lanyards **MUST** be worn – all non-uniform adults on site have to wear one. Safeguarding protocol.
- No Vapes please!



# Self-managing

## ASSESS

Assess your strengths and weaknesses by going over the lesson from that day/week.

You might have completed a test or assessment or had an essay back which will help you with this.

If not, can you test yourself?

Tackle a past paper question, devise an essay plan etc.

## PLAN

Now that you are aware of your strengths and weaknesses, plan out specific actions.

Gather together resources that will help you with this: knowledge organisers, revision guides, example answers, textbooks, websites etc.

Organise your notes – annotate, label, post-it notes markings, file in relevant sections

Work out a timetable for the free lessons or slots you are going to use to go back over the topics

## REVIEW

Test yourself – this could be through a class test or the next set assignment or essay

Try a full past paper to time and avoid looking at the mark scheme until the end. Have you now gained marks where you had previously missed them?

Write a full essay. Read it back and check that you have answered the question throughout with clear topic sentences linked to the question and mini conclusions for each reason or argument given. Have you used enough examples?

Where are there remaining gaps and areas of weakness? Make a note of these and go back to the planning stage of the APDR process!

## DO

### Create

Create a set of flashcards.

### Mind

Mind map your topics

### Create

Create some layered summary cards with the main points, further details beneath, specific examples or quotations beneath those

### Revisit

Revisit a chapter of your textbook and use the Cornell note taking method or Scribble technique, to identify the key points you missed the first time round

### Find

Find a past paper and have a go at some questions – mark it with the mark scheme and annotate in a different colour pen the elements you missed

### Plan

Plan a new essay for your set text, topic, questions you have discussed in class

# Conscious choices Independence

- Time management
  - Deadlines
  - Keeping on top of Class (removing completed tasks)
  - Stay on top of the inbox (not always easy!)
- Independence and Responsibility
  - Being proactive.
- *Roughly 2 hrs per day Mon - Fri*
- Effective use of free periods / study plus time.
- Equipment.



# Support

- **Tutor**

First point of contact - support and monitoring.

- Thursday 1 to 1s
- Works with the attendance officer to monitor attendance.
- Help with day to day issues / organisation.
- Lead tutor time activities including the Friday lesson.
- Writes references





# Tutor Programme



## WEEK 1

DAY	ACTIVITY
Monday	Assembly - whole Sixth Form MHL
Tuesday	Quiz/reviews/News report - verbal skills and presentation
Wednesday	Culture Vulture and recommendations
Thursday	Tutor 1 to 1s. Check emails to see if you have a meeting scheduled
Friday	Tutor Lesson: 8:45 - 9:20

## WEEK 2

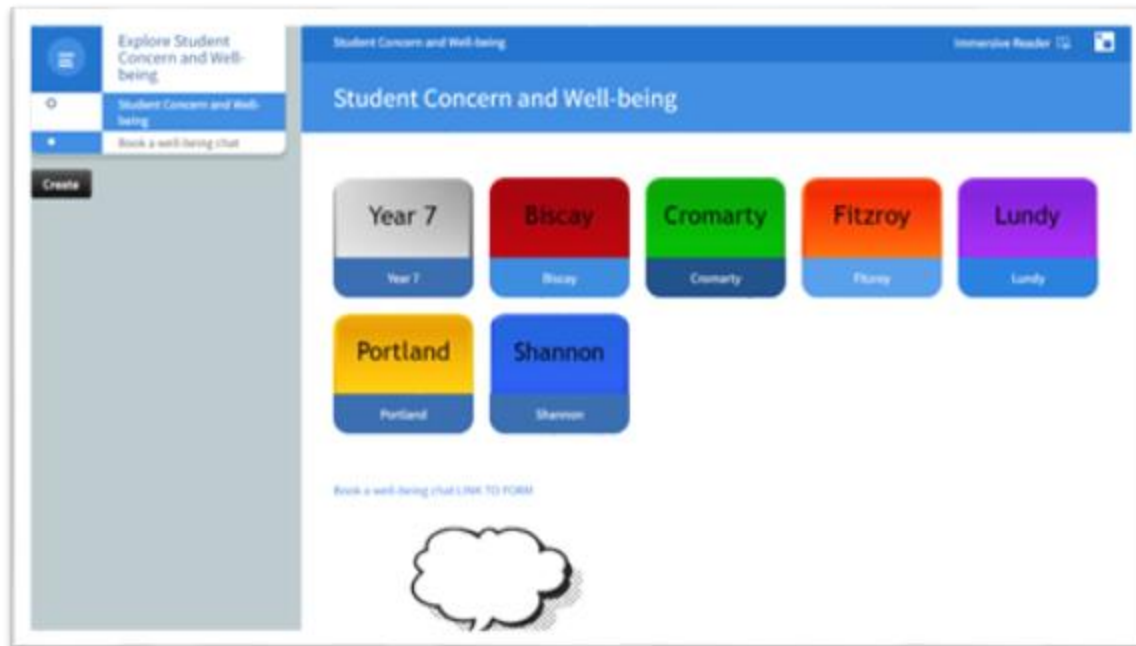
DAY	ACTIVITY
Monday	Notices/broadcast/absence tracking/admin
Tuesday	Quiz/Tutor challenges/news report - verbal skills
Wednesday	Year assemblies: Year 13 6FH, Year 12 Dining Hall
Thursday	Tutor 1 to 1s. Check emails to see if you have a meeting scheduled
Friday	Tutor Lesson: 8:45 - 9:20



# Safeguarding our Young People

## Reporting

1. Pastoral Teams
2. Tutors
3. All Staff
4. On-line Reporting



## SAFEGUARDING ALL STUDENTS

IMPORTANT NOTICE FOR ALL STAFF, STUDENTS AND VISITORS



### Safeguarding our students in the building

All visitors to the school must sign in at main reception, where they will be issued with the appropriate 'Visitor's lanyard' (see below) and key safeguarding information. Please report to reception if you have misplaced the lanyard given to you on arrival. **This is to protect you and our students.**



If you believe a person is on site and not authorised to be so, please ask them to report to main reception or contact a member of SLT immediately. School staff and Sixth Form students should wear their lanyard and photo ID at all times.



Mr J Mailey  
Strategic Safeguarding Lead

### General Safeguarding of Students

If you feel vulnerable at any time you must tell a member of staff. This could be anyone you feel comfortable talking to. You should tell someone about any risk of harm from an adult whether that is at school, at home, on a school trip or on a work placement or in the community. All of our staff have been trained in Safeguarding and Child Protection.

### Our specialist Safeguarding team are:



Ms J Fairs  
Designated Safeguarding Lead



Mrs N Tester  
Deputy Designated Safeguarding Lead



Mrs N Curme  
Child Protection Officer



Ms C Dolling  
Child Protection Officer



Mrs E Robinson  
Child Protection Officer



Mr C Hance  
Child Protection Officer



Ms M Georgiou  
Child Protection Officer



Miss K Hayden  
Child Protection Officer



Mrs C Thomas  
Child Protection Officer



Miss K Hodge  
Child Protection Officer



Miss K Birkenhead  
Child Protection Officer

### Are you wearing the correct lanyard?



GORDANO STAFF



GORDANO SIXTH FORM



GORDANO SAFEGUARDING



GORDANO VISITOR



GORDANO GOVERNOR



GORDANO CONTRACTOR

Dream big • Do your best • Give back

# Helping you feel safe and supported

Our school is continuing to grow and we currently have **2157** students. This is the largest the school has ever been, and although this is a large number, it means we can offer a lot of support to our school community through the following opportunities:



- Tutors
- Heads of Houses
- Assistant Heads of Houses
- Safeguarding Team
- Pastoral Support
- Student Support
- Student Centre
- House Captains
- Groups/Societies
- School Nurse
- School Counsellors
- Youth Hub
- Youth Centre
- Partnership with community groups – Police, RNLI, GCT etc.

# SEND Support

- We have some support from Linda Rigby
- KS5 mentoring support for some students
- Teachers will also refer students who are struggling for further assessment if necessary
- Please liaise with tutors and the Sixth Form team if you have any concerns
- Exam Access Arrangements
  - These carry over from GCSE



**Tracking and  
Support**

Attendance  
data

Attainment  
data

Effort  
data

## Study Ratings

- Teachers think carefully about progress and effort.
- Your child then finds out what teachers reported.
- Students get TWO THINGS:
  - SR number
  - Mentor

“SR number” means  
“Study Rating”.

**SR1** = No worries at the moment, carry on, good work.

**SR2** = Some concerns in 1 or 2 subjects, we think some extra intervention / help needed.

**SR3** = Some concerns in all 3 subjects. Student needs supporting.



# Keeping track of homework and behaviour

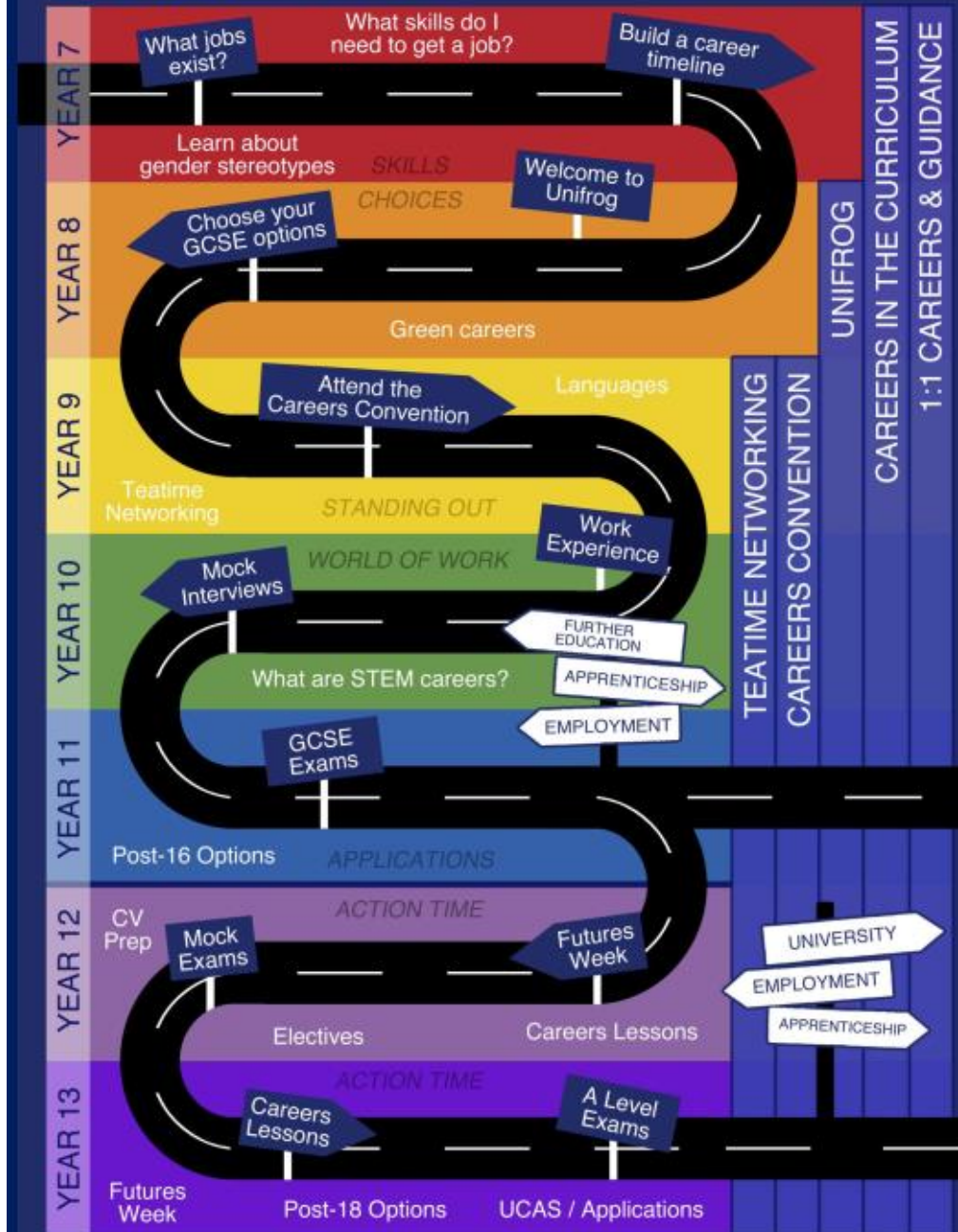


**ClassCharts**

# CAREERS ROAD MAP

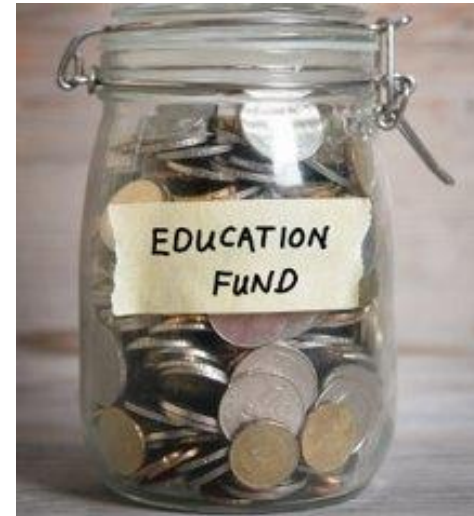


GORDANO  
SCHOOL



# Bursary

- The government grants some students who are in financial need a bursary.
- This needs to be applied for (forms are available from the Sixth Form office)
- Further details are available on request from Mrs Holwell



# 'Fun' - RAG week is the last week of this term

*On a slightly less serious note*





# RAG Week 23's programme

MONDAY  
MINIONS  
COMMON ROOM QUIZ



TUESDAY  
SPORTS  
DODGEBALL - STUDENTS vs  
TEACHERS



WED  
LETTER OF YOUR NAME  
RAG FAIR



THURS  
FESTIVALS  
RAG FEST



FRI  
PYJAMAS  
RECYCLED  
FASHION CHALLENGE  
2!



# Year 12 Parental Information Evening

September 2023



Once again, thank you for joining the meeting.

I hope you found the presentation informative and that you will join us later in the year at some of our school events.

**Jeanne Fairs– Director of Key Stage 5**

[jfairs@gordanoschool.org.uk](mailto:jfairs@gordanoschool.org.uk)