

The Sixth Form Year 12 Parents Newsletter

Issue: 01 (November 2024)



THE CITY OF
LEICESTER
COLLEGE

Sixth Form Team

Meet the Sixth Form team members who will be supporting and guiding our child through their two-year journey.



Mr C Dakin

Assistant Head
Teacher KS5 &
Careers



Mr D Bhatt

Director of POST 16
Sixth Form



Mr J Rana

Head of Year
12 &
Year 13



Miss Vincic

Sixth Form
Administrator



Miss Hall

Sixth Form Study
Centre Officer



Miss Maclean

Sixth Form Mentor



Miss Davey –

College Careers
Advisor

Welcome to Parents

Our Year 12's will have started their journey in college for 8 weeks by the time you get a chance to read this newsletter. I am very pleased to share that they have started the year very well and shown great maturity with their Year 12 studies so far. We are really looking forward to continuing to support them with their first year in our sixth form.

Year 12 Daily Timings

Registration = 8.30am – 9.00am

Period 1 = 9.00am – 10.00am

Period 2 = 10.00am – 11.00am

Break = 11.00am – 11.25am

Period 3 = 11.25am – 12.25pm

Period 4 = 12.25pm – 13.25pm

Lunch = 13.25pm – 14.10pm

Period 5 = 14.10pm – 15.10pm

Period 6 = 15.10pm – 16.00pm

The Sixth Form Study Centre is open
until 16.00pm each day.

Signing In & Out of College Timings

Students are expected to sign in and
arrive to college by 8.30am –
9.00am.

They will attend their timetabled
lessons, independent study sessions
& self study periods during the day.
Students will only be able to sign out
and leave the building at 13.25pm
and return to their period 5 lesson
starting at 14.10pm.

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Year 12 Mentoring Appointments

Students have a regular appointment with their form tutor once a week to receive face to face support with academic performance and personal development.

8.30am – 9.00am

Students are expected to fill in their '**Mentoring Log**' each week to reflect and set weekly targets to lead to their success. (This is a basic expectation of all year 12 students).



EXPECTATIONS



**BE
ON TIME**

Year 12 Expectations

Here are some basic expectations for all Year 12's each day.

1. They must wear their college lanyard & student ID card each day around their neck without a member of staff having to remind them (safeguarding requirement)
2. To utilise '**Self Study Periods**' during the day effectively to study & revise.
3. To be a positive role model to the younger year groups.
4. Mobile Phones & Air Pods should be away during the day and **NOT** be seen on the corridor at all during the day.
5. To arrive to all lessons on time.

Study Skills

To support your child's transition into Year 12; they have been involved in several study skills sessions this term; to enable to them to start using different effective skills to study and prepare for all their lessons with their '**Ambitious**' mindset. Please do support your child at home to use them in their continued learning and preparations each day. We recommend **ALL** students should be studying for two hours per day in the evenings at home to keep up to date with all tasks and work set.



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16-19 Sixth Form Bursary

Applications now open

Year 12 – Sixth Form Bursary

The 16 – 19 Bursary Fund is a government scheme intended to support young people who may need additional financial support. Remind your child to speak to Miss Hall (Study Centre Officer) about the online application form. Students are also encouraged to use their Free School Meals allocation each day in the canteen. (If applicable to them)

Post 16

BURSARY
FUND

Year 12 Progress Reports

Week Commencing – **Monday 28th October** you will have received your child's first progress report this year. This will have been sent to your registered email address. Please remember to take the time to celebrate their positive journey so far and help them put relevant support in place at home to make any necessary changes to improve their performance this year.

#ConsistencyIsTheKey

Ambitious Learner

Active Learner

Passive Learner

Resistant Learner



Year 12 Parents Evening (Dec 2024)

A key date for your diaries this half term.

Thursday 5th December 2024

An important day to come into college & speak to your child's subject teachers about their progress. The booking system is open now to book your appointments. Use this link to reserve your appointments. Subject teachers are looking forward to seeing you on the night with your child present.

<https://www.cityleicester.co.uk/home/parents-and-students/parents-evening-booking-system/>

World Mental Health Day (Thursday 10th October 2024)

The theme for this year's World Mental Health Day, set by the World Foundation of Mental Health was '**Mental Health in the Work Place**'. The theme highlights the importance of addressing mental health in your daily working / studying environment and the benefit of people and organisations working together.

Further details can be found here = <https://www.mentalhealth.org.uk/our-work/public-engagement/world-mental-health-day>

If your child needs to talk to someone in college about anything, please remind them to contact anyone in the sixth form team. Thank you.



Sixth Form Cake Day (Oct 2024)

To support the theme of World Mental Health Day, the sixth form team organised a 'Cake Day' for students to enjoy with their peers & teachers as a gesture of well done for the start of the academic year.



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Parent – Class Chart Data

Students are recognised by their teachers for their efforts on our college 'Class Chart' system. You can log in and see all the positive and negative comments teachers are leaving each week for their lessons, behaviour around college and completion of homework and tasks.

Here is the link for you to log in to

<https://www.classcharts.com/parent/login>

Your child can also show you how to access this as they have log in details too.

#ParentalInvolvement



ClassCharts

POSITIVE EFFECT

NEGATIVE EFFECT

100% - 96%

95% - 90%

89% Below

**ATTENDANCE
MATTERS!**

Attendance

Attendance is very important to all lessons each week. It is directly linked to the possible outcomes of students during important assessment opportunities and live exams. The sixth form has a very clear expectation for **ALL** students to maintain 96% and above attendance during the year. Do take the time to monitor this closely with your child each week and viewing their current attendance values on their progress reports.

Important Key Dates

For your convenience – here are key dates for important calendar events coming up

Date	Event	Times
Fri 22 nd Nov	College Closed - Teacher Training Day	All Day
Mon 25 th Nov	College Closed – Teacher Training Day	All Day
Thur 5 th Dec	Year 12 Parents Evening with subject teachers (Book Your Appointments)	4.00pm – 7.00pm
Fri 20 th Dec	Last Day of Term (End of Autumn Term)	12.25pm
Mon 6 th Jan	First Day of Term (Start of Spring Term)	8.30am.

*Important
DATE!*

*Take
Note*

Reporting Absence

Parents must report their child's absence from college each day, filling in an online absence form. Please submit the form by 8.25am each day to inform us the reasons for your child's absence.

Here is the link to the form

<https://www.cityleicester.co.uk/sixth-form/newsletters-2/attendance/>

Follow us on X (Formerly known as
Twitter) for more updates:
@TcolcSixthForm = TCOLC_SixthForm

Thank You for reading our Sixth Form
Newsletter.
Mr Bhatt – Director of POST 16 Sixth Form.

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