



16 July 2020

Dear New Year 12 Student

We are looking forward to welcoming you into the Sixth Form in September for the start of the next part of your learning journey.

For many of you this will be the first time you have been back into school since March this year (this means you have been off school for 25 weeks!). This has been a long time for both yourselves and us, but we are now really excited to see you all and raring to get back into the swing of teaching and learning for your Level 3 courses.

To ensure you are as prepared as possible there are some things you can be doing to prepare for September:-

- Make sure you have completed the bridging work you have been set for the subjects you are planning to study. Information for this has been put onto the school website in the Sixth Form area. Go to the website: <https://plymstockschool.org.uk/sixth-form/> scroll to the bottom of the page for the 'Year 11 to Year 12 Bridging Work' section. Click the + to expand it and then find the subjects you are studying. Bridging work for consortium schools can be found on their websites too (details of this has been sent out previously).
- Get all your stationery ready for the return to school – new pens, pads of paper, diaries etc (this is our favourite part of starting a new school year).
- Before the academic year begins in September make sure you are back in a good sleep routine. You will need to be in school promptly for 8.45am each morning, awake and alert ready to learn. No more lie ins!
- Ensure you have the entry requirements for the subjects you want to study. The entry requirements for each subject are laid out in the Course Guide available here: <https://plymstockschool.org.uk/wp-content/uploads/2019/11/Course-Guide-2020.pdf>  
Once you receive your results you may need to discuss these with a member of the Sixth Form team. Further details for support available from results day is laid out below.

City College (as well as other local education providers) will also be available on this day for any enquiries if you have not managed to achieve the entry requirements for your chosen subjects, or wish to pursue a different area of study.

If you are in our current year 11 and have achieved all the entry requirements to study at Sixth Form, there is no need to contact us – we will be ready to see you and get started straight away.

If you are an external candidate, we will need you to make contact with us on results day if possible. If you cannot contact us on results day we need to have had contact from you before Monday 31 August to verify your GCSE results. The easiest way to do this is to send Miss Monelle a copy of your results via email ([emonelle@plymstockschool.org.uk](mailto:emonelle@plymstockschool.org.uk)).

Year 12 will be one of the first year groups to return to school (along with Year 7) on **Monday 7 September 2020**.

You need to arrive in school between 8.30am and 8.45am and head to the Sixth Form Centre. We will meet you outside the Sixth Form block to register you and inform you where you will need to go for the day.



External students will be collected from the main gate area at 8.30am to be welcomed and shown to their tutor bases.

In the morning your tutors will be conducting some administration and welcoming tasks with you. You will get your school timetable. A school photograph will also be taken (a warning so you can make sure you are looking good!). More details of the plan for the first day will be shared with you on arrival. Please bring with you a notebook, pencil case and refreshments for the first day.

Induction for students studying at consortium schools will take place in the afternoon. The minibus will collect you and take you to your consortium school for this. Please note, if you are studying at a consortium school you will be required to wear a face covering on the school transport. Make sure you bring this with you.

If you are not studying a subject at a consortium school you will be free to leave school at 1.30pm. The rest of the year groups will be returning to school from Tuesday 8 September. On Tuesday you will need to be in your tutor room for an 8.45am start. For registration, period 1 and period 2 you will be with your tutors completing further activities. Your lessons will then begin from period 3.

If you have any further questions regarding your Sixth Form studies, please do not hesitate to contact us at [emonelle@plymstockschool.org.uk](mailto:emonelle@plymstockschool.org.uk) and [rlittler@plymstockschool.org.uk](mailto:rlittler@plymstockschool.org.uk). Please note that during the school holidays, we may not be responding to your questions straight away but will get back to you as soon as possible.

More than ever, take care of yourselves over the summer holiday period. We can genuinely say that we are looking forward to seeing you in September – now more than ever!

Yours faithfully



Miss E Monelle  
Director of Post 16

Mrs R Littler  
Assistant Head of Sixth Form

### **Sixth Form Applications – Queries following results**

#### **Year 11 Results Day – Thursday 20 August 2020**

This year's results day is going to be a very strange time for all of you (and us). Even though we can't be with you when you receive your results we are still here to support and help you if you need us.

If you have applied to the sixth form but no longer wish to take a place with us to study please email [emonelle@plymstockschool.org.uk](mailto:emonelle@plymstockschool.org.uk) to let us know this.

#### **Results received on the day (MyEd)**

**If you haven't contacted Ms Wright regarding receiving your results please do so as soon as possible.**

To enable us to help everyone we have allocated specific queries to specific time slots. We would like you to in the first instance text 07375 925339 (Mrs Littler aka Beckie) your name, query and the best number to contact you on or whether you would prefer a chat on MS Teams. We will acknowledge your text and give a rough estimate of when we will be in contact. We will then contact you as soon as we are available to help you. Please text as soon as you are able to upon receipt of your results.

If for whatever reason you cannot text, please email Miss Monelle at [emonelle@plymstockschool.org.uk](mailto:emonelle@plymstockschool.org.uk) . Please note we will be busy on this day so a text is preferred –email queries may not be picked up instantly!

In advance of results day it would be useful if you could join the Year 11 MS Team.

Students will need MS Teams installed on their device, it is preferable to use a laptop with a webcam. <https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/download-app>

To login to MS Teams, you need to use your school email address with .net at the end rather than .org.uk (ie. surnameinitial15@plymstockschool.net). Your password will be the same as your school login password.

The link to join the classroom is:

<https://teams.microsoft.com/l/channel/19%3afda3cb2c061844d1a9faadbee63420fb%40thread.tacv2/General?groupId=e0fac176-bc37-4e35-b812-37bc2581e316&tenantId=c0bf4c02-40ae-4b9f-a577-ec06dd28607a>

Due to the number of enquiries we will receive on this day please note the timeline below for us to be contacting you.

- 1. 11:00am-1:00pm**
  - a. Anyone who has applied for sixth form but hasn't met the entry requirements to join sixth form.
  - b. Anyone who applied for sixth form but hasn't met the entry requirements to study one or two of their options but still have the requirements to join sixth form.
- 2. 1:00pm-2:00pm**
  - a. External applicant queries.
  - b. For anyone who now wants to apply for Sixth Form and hasn't previously submitted an application.
- 3. 2:00-3:00pm**
  - a. For anyone who has a place at sixth form but wishes to change their options.
  - b. Any other queries.

Please note that there will be time for possible options changes on the first day back to school, although these should be kept to a minimum. Bridging work tasks will still need to be completed for any new subjects chosen.

### **Posted results – queries**

If you are receiving your results via post the same support will be available on Friday 21 August to Tuesday 25 August – however please email concerns to [emonelle@plymstockschool.org.uk](mailto:emonelle@plymstockschool.org.uk) with your query and

contact telephone number. We will respond to let you know when we will be able to contact you to discuss further.

If we have not heard from you by Wednesday 26 August and you do not have the requirements to study the subjects you have chosen with us, we will assume you have made contact with an alternative provider and no longer wish to take a place with us in Sixth Form.