

May 2021

*Prospective Year 12 **External** Students 2020-21*

RE: Year 12 Enrolment Day

I am looking forward to seeing you on 12th August 2021, when the GCSE examination results are published.

All students must enter via the Front entrance. Results will be collected from the sports hall, photographs taken in the playground (weather permitting).

Enrolment into Year 12 will take place in the Sports Hall. Students and parents will be enrolled on a first come first served basis, we will have an admission team to help advise students and reduce waiting time.

External Students are invited to attend from 12pm - 3pm.

You **MUST** bring the following:

- a) Your GCSE results - we will make copies of your results
- b) Proof of address
- c) Passport - copies will be made

In anticipation of this day, I would like to be aware of the following

- If students are unavailable there is a further enrolment day on **Thursday 26th August** between 9-1 pm.
- Sixth Form Subject Expectations booklet (available on the website Sixth Form transition materials) has details of our general expectations and specific subject expectations as well as details of subject virtual classrooms and subject leaders details (available NOW).
- Transition materials for students to begin their learning are already available in the transition materials section - these are Subject Curiosity sheets & Gateway booklets.
- Sixth Form Handbook is available for you to review on the website (See Sixth Form transition materials) This includes information on Sixth Form expectations, Extra Curricular activities, Student Services Support, attendance/punctuality & assessment as well as much more (available NOW)
- On the day of enrolment students will receive a pack with information on how to register with Wisepay as well as the Sixth Form contract and Trip authorisation letter.

These enrolment costs & administration must be paid/brought back by the first day back 9th September.

This includes:

- Sixth Form Contract
- Sixth Form Trip Letter
- Book deposit and Locker Costs – ALL Students will be required to pay £20 Book deposit (refunded at the end of Yr 13 dependent on return of all books). Students are advised to rent a Locker at the cost of £10 (£5 will be refunded when the Locker Key is returned).

Photographs will be taken on the enrolment day in order to update school records and generate a Sixth Form ID Badge. Please be prepared and smile!

May I remind you that failure to hand in all the enrolment documents and money requested by the 9th September will mean that you will not be eligible to enrol.

We are looking forward to seeing you on the 12th August to celebrate in your success.

Have a safe, fun and restful summer.

Yours sincerely

A handwritten signature in black ink, appearing to read 'J Cox', written in a cursive style.

Mr J Cox
Head of Sixth Form