

SIXTH FORM CONTRACT

Excellent attendance, adherence to the dress code and exemplary behaviour are all fundamental to achieving academic success. It confirms a positive attitude and desire for success.

The Sixth Form have a range of support structures for our students. To complement these support structures, students who are finding it hard to adhere fully to this contract (which we call Stage 1) and are underperforming in their academic studies may be placed on a Stage 2 Contract to further help support them in achieving their potential. Failure to adhere to Stage 2 conditions *could* result in students moving to a Stage 3 Contract and subsequently withdrawal from the course or sixth form.

Student Expectations

- Students must wear their ID cards on a lanyard, which is visible around their neck at all times. Barking Abbey is a secure site and access will not be possible without an ID Card.
- Students will not be allowed to sit their exams without their ID cards.
- Students are responsible for all books and equipment that are issued to them, and must be returned in good condition as requested by the teaching staff.
- Students must present themselves on time to each lesson; be well prepared with the correct books and equipment ready to make a worthwhile and valuable contribution.
- Students must ensure all homework is completed on time and all coursework deadlines met.
- All students must work quietly in the sixth form study rooms, not using music equipment and not eating or drinking around the computers. Failure to comply will result in temporary or permanent exclusion from this facility.
- Bringing the name of Barking Abbey School or Sixth Form into disrepute outside of school will result in temporary or permanent exclusion.
- Possession of alcohol, any dangerous or illegal items will result in temporary or permanent exclusion.
- The use of mobile phones is a privilege given to Sixth Formers. However, these may only be used in the Sixth Form Centre and must be switched off around the school and in lessons.

Academic Expectations and transfer into Year 13

- A Levels and BTEC L3 courses have become more challenging. With this in mind, we would like year 12 students to demonstrate performance in ongoing assessments and Trial exams to at least a 'D' grade if they are to cope with the demands of the second part of their course in year 13. If this has not been achieved, we will have to consider whether the student can continue into Year 13.
- The 'D' grade is a suggested minimum but ideally, students should achieve at least a grade which is within one grade of their predicted ALIS Target Grade for A Level.
- BTEC Level 3 students must fully complete all their BTEC Year 12 Units at Pass or above before they can continue into Year 13.

Examinations Entry

With the new A Level qualifications, the AS qualification will still exist but it will no longer count towards the final grade of an A Level and will instead be a separate qualification in its own right. After considerable discussion and consultation, it has been decided that students starting in year 12 who are following the 'new' two year A Level courses will sit their A Level exams at the end of the course in year 13, which is in line with Government policy. There will be no AS exams for students following the new 'linear A levels' unless :

- A student decides to drop a two year A level course and 'convert' it into an AS qualification at the end of year 12.
- A student's academic progress towards the final two year A Level is of concern. The department may then enter a student for the AS where a grade 'D' is necessary to continue onto the year 13 subject course.
- The school will pay for the 'end of course exam' in each subject. Consequently, all re-sits are to be paid for by the student.
- If a student decides to drop a subject or leave school after exam entries have been made the student will be liable for costs incurred.
- Any student absent from an exam without adequate medical evidence will be liable for the cost of entry.

Attendance and Punctuality Expectations

- Following OFQUAL and examination board guidelines, students should aim to maintain a minimum of 90% attendance and punctuality to lessons throughout their course in order to be successful. Failure to achieve this will result in Parents being contacted and students being put on attendance report in the first instance and may jeopardise their place in Year 12.
- Attendance at all lessons is **compulsory**. If a student is ill, Parents must call the Sixth Form Office on **0203 967 7030 (option 1)** or email 6thform@barkingabbeysschool.co.uk or kblack@barkingabbeysschool.co.uk **ON THE FIRST DAY OF ABSENCE** giving details of their illness and when they are likely to return. For all subsequent days of absence either a phone call is needed each day **or** a note from Parent/Guardian on the student's return clearly stating each day of absence.
- Absences known in advance must be notified to the Sixth Form Office by completing the Absence Slip (available from the Sixth Form Office). Appointment cards or other evidence including Parental letters must accompany this slip.
- Holidays will affect attendance and attainment levels and **SHOULD NOT** be taken during the school term. Family holidays will not be authorised unless there are extenuating circumstances. Medical and dental appointments must be made outside of school hours. They are not authorised absence.

Standard of Dress – (6th form uniform)

- Students both male and female must wear either a plain black school blazer (with or without school badge) OR a plain black formal suit jacket.
- Students both male and female must both wear a white collared shirt (long or short sleeved) or white blouse and the Barking Abbey Black Sixth Form tie.
- Students, both male or female if wearing a jumper, it must be a black 'V' neck jumper. This can be worn instead of a blazer/ suit jacket in the summer term.
- Female students are allowed to wear a plain black cardigan. This can be worn instead of a blazer/ suit jacket in the summer term.
- Female students must wear a black skirt (either pleated or straight pencil style) or trousers. These must be in school style, with straight legs. Denim fabric or tight fitting garments are not accepted.
- Male students must wear tailored style black trousers. These must be in school style, with straight legs. Denim fabric or tight fitting garments are not accepted.
- All students must wear proper tailored formal black shoes. No trainers, flip-flops, Ugg boots or similar casual footwear to be worn.
- Socks when worn with trousers must be Plain black. For female students if worn with a skirt: plain white ankle or long below the knee, or long black socks with skirts, 'flesh' plain or black tights, non-patterned.
- No vest tops, T-shirts, polo shirts, jeans, jean style trousers, combat trousers, cropped or $\frac{3}{4}$ length trousers, shorts, leggings, jodhpurs, joggers, tracksuit bottoms or denim to be worn.
- Smart formal jackets or smart jumper/cardigans without large logos can be worn. No hooded tops, sweatshirts or denim jackets.
- Any religious headscarves must be black or white and **not** be patterned, school tie must be visible.
- No other hats or headwear including Do-rags may be worn on school premises including outdoor areas.
- Academy students can only wear their Academy kit/sportswear to practical sessions. At all other times students are expected to be in their school uniform. This applies to match days also.
- Students who attend school incorrectly dressed will not be allowed into lessons and will be sent home to change. This will be recorded on their school record as an Event. This can affect their attendance and attainment
- Students are permitted to wear sensible, warm and waterproof coats, when the weather determines this is necessary. These coats must be neither elaborate nor over-expensive e.g. the wearing of leather or designer coats is inappropriate and not in keeping with our way. **It is not acceptable to wear current fashion items of clothing or hooded tops of any description.**

TRANSFER TO YEAR 13

At the end of Year 12 students may apply for admission to Year 13; **transfer is not automatic**. Students' acceptance into Year 13 will be determined by successful completion of the Year 12 Contract and in particular:-

- Above 90% attendance and punctuality
- An impeccable behaviour record
- A minimum of a grade 'D' in at least 3 A levels or a Pass in the Extended BTEC Diploma (or equivalent if combined) at AS or year 12 internal examinations.
- Departmental agreement re students admission onto year 13 Course
- Students have completed their draft UCAS personal statement, ready for next year.

The final decision on any issue will be made by the Heads of Sixth Form.