

Yr 13 Sixth Form Enrolment Process

All Sixth Form students are expected to wear business dress whenever they are in the Academy, including Enrolment (see overleaf guidelines).

Year 13 A-Level results day – 16 August

You **MUST** complete an enrolment form for year 13 after collecting your AS results. Miss Schulze will be around all day to discuss options with you. All students will be expected in on Tuesday 4 September to complete the enrolment process. This will be the opportunity to discuss if you would like to change subjects OR if you have not achieved a grade in a particular subject.

Tuesday 4 September

Welcome assembly

All Year 13 students should make their way to the Gym for their Welcome Assembly with a member of the Sixth Form team at 9:00am. During this assembly the rest of the enrolment process will be explained to you. You will be required to get each subject signed by your subject teacher to confirm that they have accepted you onto year 2/A2.

Important points

PLEASE NOTE THAT IF YOU RECEIVED A **D GRADE OR ABOVE** IN **EVERY** SUBJECT YOU WISH TO TAKE INTO YEAR 13 a member of the Sixth Form team will be able to sign off your subjects and complete your enrolment form.

IF YOU HAVE RECEIVED **AN E OR U GRADE** IN A SUBJECT YOU WISH YOU CONTINUE WITH you must arrange to see the Head of Department at break or lunchtime (NOT DURING THEIR LESSONS).

Completion of the enrolment form

All students must complete all sections of the enrolment form. You will be required to meet a member of the Sixth Form team to ensure you have the correct information, advice & guidance about your subjects based on your future progression.

Once you have completed your enrolment form and have handed it to Miss Underwood you are free to leave the academy.

Wednesday 5 September

You may be asked to meet with a subject leader or a member of the Sixth Form team may want to speak to you in more depth about your choices so you must ensure you keep this day free.

If you are not required to attend you should spend this time finishing off any summer homework, completing your Apply 2019 UCAS application, completing your personal statement, researching Post 18 choices or completing a CV.

Thursday 6 September

You should spend this day finishing off any summer homework, completing your Apply 2019 UCAS application, completing your personal statement, researching Post 18 choices or completing a CV. If you would like to work in school please let Miss Underwood know so reception can be informed.

Timetabled lesson will commence from **Friday 7 September at 8.25am.**