



Blackfen School for Girls

Raising aspirations - releasing potential

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Dear Parent/Carer

I hope that your son/daughter has now settled into their studies at Blackfen. Your son/daughter will shortly receive their target grades (based on GCSE grades) these grades will be used to check progress throughout their programme of study. You will receive a progress update report at the end of term (Christmas) where you will see the current grades compared with the targets.

You will get a chance to discuss your son/daughter's progress with individual subject teachers on 2nd February at the Student Review Evening. Please contact the school at any time if you have concerns.

Can I remind you that students should be studying for at least 5 hours per subject a week in addition to their timetabled lessons. This is the minimum required to ensure success on level 3 courses. All students have at least 2 hours a week of compulsory supervised study on their timetables as well as non-contact lessons where they are expected to work in the 'Learning Zone'. The study Centre is also available before and after school and during break and lunch for independent study.

Can I remind you that students must be in school by 8.30am everyday. If they don't have a timetabled lesson they must swipe in and work in the Learning Zone. Students are not permitted to leave the school premises (except at break and lunch) until the end of period 4 at the earliest.

Any student who is causing concern in terms of progress will be given additional study periods during period 5 lessons in order to help them to improve their grades.

If a student is late to school, lessons or form time the minutes are totalled and the student will be required to make up the time at 3.10pm on the following Monday.

Challenge days are an important part of your son/daughters programme of study and are compulsory days in the school year. The first challenge day is on Friday 11th November, this one is entitled 'Next Steps – Post 18' and will help your son/daughter to start thinking about their pathway after 18. Level 2 students will follow a different programme on this day.

All year 12 students are required to take part in an enrichment programme. They have been given the enrichment options booklet detailing all the activities available and the number of credits available for each activity. Students need to gain at least 10 credits over the year and are required to keep records/log evidence of each activity. The booklet can be viewed on the school website under the 'sixth form' tab.

Work Experience will take place from 27th – 31st March 2017. Student must arrange a placement for this week. The placement should be either related to a course they are studying or a potential career. It cannot be paid work and should be challenging. This is the experience that university admissions officers or future employers will be looking at for recruitment purposes. I must urge you to find this placement now. Once students have found their placement they need to complete a form and get an employer to complete their section and return it with a copy of their Employers Liability Insurance Certificate. The paperwork can be collected at the Sixth Form office or from the website. The deadline for work experience paperwork is **Thursday 5th January 2017.**



A reminder that if your son/daughter did not achieve at least a grade C in English and/or Maths GCSE they must be enrolled on a course here in school. They must attend all timetabled lessons for this.

I am really pleased that your son/daughter is choosing to continue their studies at Blackfen. By coming here they have made a DEAL (Drop Everything And Learn) therefore their studies must be prioritised over everything else – they are in full time education. Although I fully support students having a part time job, this should be limited to a maximum of 12 hours a week. Any more will have a serious effect on their ability to complete their studies, concentrate in school and achieve good grades. Employers will put a lot of pressure on students to work additional hours in the build up to Christmas. Please do not allow your son/daughter to do this, they have signed up to full time education.

Thank you for your support so far this year. Please do contact me if you have any concerns or issues you would like to discuss.

Yours sincerely



Miss K Brewer
Assistant Headteacher, Head of Sixth Form

Important Dates:

Monday 24th to Friday 28th October: Half Term

Friday 11th Nov: Challenge Day 1

Wednesday 21st December: End of Term

Wednesday 1st February: Challenge Day 2

Thursday 2nd February: Year 12 Student Review Evening 4.30pm – 7pm

Wednesday 1st March: University Information Evening

Tuesday 7th March: Careers Fair (evening)