

September 2023



Dear Parent/Carer,

Welcome to Year 13

We warmly welcome Year 13 students back and hope that they are settling into their study routine.

Students are required to be in school daily between 8:25am and 3:00pm (**3:50pm every Tuesday for all Sixth Form students** and any other day where period 7 is timetabled), with the exception of break & lunch. As well as meeting our Sixth Form attendance expectation of 98% or above, it is essential that students show a positive attitude to learning and independent study from the outset.

Evidence, such as a hospital letter, appointment card or GP surgery text is required when lateness or absence is due to medical appointments. We do ask that parents/students endeavour to arrange non-specialist appointments outside of school hours wherever possible. Any other absence during the school day must have prior agreement from a member of the Sixth Form Team before the student signs out. If your child is absent from school for any reason, please telephone the absence line on 01908 682278.

The Sixth Form team will support students as they continue their A level studies, complete apprenticeship/UCAS/employment applications and prepare for mock exams in January 2024.

During tutor time a PSHE programme will be delivered, with individual support and guidance given to students for both academic and pastoral issues. Students will also receive independent careers advice and guidance throughout the year from Mrs Cain our Careers Lead.

The Sixth Form dress code can be found here <https://www.radcliffeschool.org.uk/s/Dress-Code-2020.pdf>
Hoodies are not permitted within school.

Please do not hesitate to contact your son/daughter's form tutor if there is anything you would like to discuss. Alternatively, you can contact the Sixth Form Team directly on 01908 682212.

Email addresses for Year 12 form tutors are as follows:

6MR	Mrs M Rogers	M.Rogers1@radcliffeschool.org.uk
6SP	Mr S Proctor	S.Proctor@radcliffeschool.org.uk
6ES	Mr E Sarfo	E.Sarfo@radcliffeschool.org.uk
6ML	Mr M Loughbrough	M.loughbrough@radcliffeschool.org.uk

We look forward to working with you over this important academic year.

Yours sincerely

Mr T Hudson
Assistant Head/Head of Sixth Form

Mrs S Chapman
Assistant Head of Sixth Form

Ms K Stone
Sixth Form Study Supervisor

Mrs L Cain
CEIAG Coordinator

The Radcliffe School

Aylesbury Street West, Wolverton, Milton Keynes MK12 5BT

Telephone: 01908 682 222

Email: admin@radcliffeschool.org.uk

Headteacher: Mrs P Lawson