



Welcome to Sixth Form Information Booklet 2020-2021

Name _____

Welcome to the Sixth Form



Welcome to '6' Sixth Form Partnership. You have made an excellent decision by choosing to continue your education here with us.

The next year will be challenging, but we are here to help you learn and achieve and feel confident about your studies as well as helping you to be healthy and happy.

This booklet contains information about both schools in our partnership because some students attend lessons in both partnership schools.

The Sixth Form teams are as follows:

Flint High School

Head of Sixth Form – Mrs. A Jamieson

Sixth Form Supervisor – Mrs. A Smith

Sixth Form Administrator and Exams officer – Mrs. D Whitley

St. Richard Gwyn Catholic High School

Head of Sixth Form – Mrs. T Jones

Sixth Form Supervisor –

Exams officer – Mrs. V Carr

These members of staff will help and guide you along your learning journey and should be your point of contact if you have any issues when taking part in any event or lesson at either school.

If you have any concerns or worries please do not hesitate to speak to us and we will do everything we can to resolve your issues.

Good luck and here's to success!

Mrs. T Jones
Head Of Sixth Form

Mrs. A Jamieson
Head Of Sixth Form

'6' Dress Code Reviewed April 2018



Students should dress in a business-like manner. A high standard of appearance enables sixth formers to act as role models for students.

Jewellery is acceptable as long as it is practical for the subject being taken, e.g. design and technology.

Students studying LLS Sport & Coaching should wear their official uniform for all LLS lessons. If students are studying an additional AS/A2 course then they should dress according to the code set out in this handbook.

Footwear should be smart and black and continue the business-like dress code (flip flops and sandals are not permitted).

Hats should not be worn inside the building.

Hair should not be extreme. This means no bright, unnatural colours or shaved heads etc.

Facial piercings and tattoos should be covered in school.

FLINT HIGH SCHOOL DRESS CODE



Unisex

- Plain shirts should be worn.
- T-shirts (& crop tops) should not be worn.
- Smart black trousers should be worn (no ripped/frayed styles).
- Shorts, tracksuit bottoms and joggers are not acceptable. **Blue denim is not allowed.**
- Plain jumpers are acceptable as long as they are not sportswear (hoodies).
- Big logos or inappropriate images are not allowed.

Female

- Black knee length skirts, smart dresses and pinafores can be worn.
- Make up is acceptable as long it is natural looking following the business-like dress code.

Any pupil not following the dress code or whose appearance does not meet our standards will be sent home. If there is a genuine emergency, a note should be sent to the Head of Sixth Form.



The final decision on
what is acceptable
lies with
Mrs. Williams & Miss.
Coulthard

ST. RICHARD GWYN DRESS CODE



School Uniform and Appearance

Uniform is compulsory – we try to encourage in our pupils a pride in belonging to the school and a sense of confidence coming from a smart appearance suitable for all school occasions. Accordingly the school has a simple, inexpensive but strict uniform policy. No extremes of appearance are acceptable – this includes hairstyles as well as dress – and the school reserves the right to judge extremes of dress and appearance. Any pupil not in full uniform or whose appearance does not meet our standards may be sent home. If there is a genuine emergency, a note should be sent to the Director of Sixth Form.

The uniform is seen as being both practical and hard wearing. Most items can be purchased easily at any major outfitters or department stores.

Girls

Black Jacket / sleeveless pullover**

White blouse

Black skirt or trousers

Black shoes

Boys

Black Jacket / sleeveless pullover**

White shirt

Black trousers

Black shoes

Black tie with school logo

Please note: long sleeved pullovers are not part of the Sixth Form uniform.

See illustrations included for items of school uniform. These can also be seen on the school website

**Students can wear a black sleeveless pullover under their jackets if they wish.

*** Available from Forresters' Sports, Mold.**

Further clarification and interpretation of these uniform regulations are provided:

1. The uniform has been selected as hard wearing, practical and smart. (all aspects available from Forresters). It is expected that parents will ensure that pupils adhere to the school uniform rules, and ensure that colour and style are always appropriate.
2. Trainers are NOT allowed as school wear. Sturdy shoes that are black in colour should always be worn, providing protection in classroom, workshop and on stairs in the busy school life. (Trainers may be worn at lunchtime only for games on fields and playground).
3. Shoes: SHOULD have protection for the foot and toes, strong soles,

solid and substantial heels, lace or buckle fastening, upper which protects the rear of the foot. Shoes judged NOT suitable include: shoes with open toes, high and platform heels, narrow heels, shoes without a back strap. Fashion boots are not acceptable. Shoes with very heavy soles, walking boots etc. are also not acceptable.



4. Full uniform is to be worn to and from school.
5. Hairstyles: **Hair should be natural looking in colour.** Extremes which are NOT allowed include very long, or very short hair (known as a Number ONE) dyed and two tone style, mixed length (e.g. part long and part short). Please note that the school reserves the right to ask your son/daughter to tie back their hair.
6. Shirt/blouse – Denim is not acceptable nor are button down collars or 'Ben Sherman' styles. Examples are available either at school, Forrester Sports, Mold or other school supplier's ranges.
7. Skirts and trousers: Skirts should be at or about knee length and should be in box pleat style. Very short and very long skirts are not acceptable. Fashion skirts which may include 'wrap over', 'slit skirt' and 'trouser style' are not acceptable. Trousers – these should be normal schools style, i.e. not fashion style. The following are not allowed: leggings, (and very fitted trousers) jogging bottoms (loose and 'baggy' leisure wear) 'flares' and low waisted trousers.



Outdoor Coats

No rainwear or outdoor overcoat is specified.

If any 'topcoat' is required this should be a coat/anorak etc. designed for the purpose, or the school fleece (available at Forresters).

Logoed 'topcoats' should be kept to a minimum discrete size. A waterproof coat is also available with the school logo (from Forrester Sports).



'Hoodies' or non uniform jumper or sweatshirt as 'outdoor coats' are not acceptable.



Suppliers

Most items can be purchased from major outfitters or department stores. Forrester Sports stock all other items of school uniform and have a dedicated online shop for St Richard Gwyn. This can be found at www.forrestersuk.co.uk. All purchases made at Forresters contribute to fundraising for our school council and charitable projects.

Jewellery

Parents are advised that jewellery is not appropriate in a school environment. However, Sixth Form students are allowed one small pair of ear rings, either small plain studs or small plain sleepers. No other body piercing is acceptable.

These rules are made for pupils own health and safety, that of others, and to prevent loss and damage. In accepting a place at the school, parents agree to these uniform requirements. Any amendments made by the school are notified to all parents by letter/Gwyn News.

No visible body piercing is acceptable for any student.

Makeup

The wearing of nail varnish or any item of makeup is allowed in the Sixth Form as long as it is of a discreet nature.

Additional Equipment

Each child should possess a school bag. Children should have their own pens, rulers and instruments. Appropriate calculators can also be purchased in school for personal use. Mobile phones are increasingly an item of necessity. If pupils must bring them to school it is essential that they are switched off throughout the whole school day. As a school we recognise the Health and Safety aspect of children having a phone, however these should be used for emergency only and if a pupil is found using their phone, then the phone will be confiscated and only returned to the parent/guardian of the child in person. The school will not accept responsibility for any loss or theft of mobile phones.

MP3 players or any other audio equipment should not be brought to school. The school will not accept responsibility for any loss or theft of such items.

The L.E.A. does operate a Clothing Scheme, the object of which is to provide items of distinctive school uniform for secondary school pupils of compulsory school age and, in very exceptional circumstances, for pupils in primary schools where assistance with clothing is necessary to enable children to take full advantage of the education provided.

The individual parents make application to the Director of Education on an official form and this is assessed in accordance with the current scale. The forms are available from the Education Social Worker and School Reception.

If there is uncertainty regarding acceptable wear, please check with the school before purchasing.

Times of The School Day

SRG	FHS
8.55 Lesson 1	9.05 Lesson 1
9.45 Lesson 2	10.05 Lesson 2
10.35 Break	11.05 Break
10.50 Lesson 3	11.30 Lesson 3
11.40 Lesson 4	12.30 Lunch
12.30 Lunch	13.10 Lesson 4
13.20 Academic Review	14.10 Lesson 5
13.50 Lesson 5	15.10 End of School Day
14.40 Lesson 6	
15.30 End of School Day	

Important dates for your calendar:

Thursday 3rd September 2020 – First day back for students & final enrolment.

Term Dates

Thursday 3rd September – Friday 23rd October 2020

Tuesday 3rd November – Friday 18th December 2020

Tuesday 5th January 2021 – Friday 12th February 2021

Tuesday 23rd February 2021 – Friday 26th March 2021

Tuesday 13th April 2021 – Friday 28th May 2021

Monday 7th June 2021 – Friday 16th July 2021

January 2021 - Mock Exams

May & June 2021 - AS & A2 Exam window

Results Day

To be confirmed – usually the 2nd week of August.

Rules and Regulations for the use of Flint High School's Sixth Form Centre



Sixth Form Code of Conduct

The Sixth Form Centre is available for the use of Sixth Form Students. Good conduct in accordance with the School Rules is expected of everyone.

General Regulations

- You must sign in and out when using Sixth Form. The signing in book is located next to the entrance of Sixth Form. It is essential to adhere with school attendance & fire regulations.
- The Sixth Form entrance door is also a fire escape so must not be blocked at any time. You must familiarise yourself with the school fire procedures which are clearly displayed in the Sixth Form.
- '6' students may use the Sixth Form kitchen area before and after school, and during break time/lunchtime.
- **All students using the Sixth Form kitchen area have the responsibility of keeping it tidy at all times. This includes loading and unloading of the dishwasher and ensuring no dirty crockery and cutlery are left in the sink or on the counters.**
- You must use the recycling and waste bins provided.
- The outside area may be used when weather permits but **no litter must be left outside.**
- The Sixth Form computer suite can be used for private study. If a lesson is taking place, you must ask permission from the teacher.
- The two main teaching/study areas in the Sixth Form are SF1 (purple room) and SF2 (green room).
- The School rules about mobile phones apply in the Sixth Form. Phones can only be used during free time; they should not be seen during lessons.
- The use or possession of alcohol, drugs and cigarettes is strictly forbidden.

Sixth Form Code of Conduct at St Richard Gwyn Catholic High School



Sixth Form Code of conduct

The Sixth Form Area is available for the use of Sixth Form Students. Excellent conduct in accordance with the School Rules is expected of everyone.

Sixth Form students have access to the following areas:

- The Study Centre
- The Sixth Form Common Room
- The Sixth Form Locker Room
- The Restaurant

Please refer to the guidance provided with regard to the code of conduct for each area.

General Regulations

- The study centre is for use during study periods.
- The restaurant area must be used for lunchtime or when you take a break from study.
- The use or possession of alcohol, drugs and cigarettes is strictly forbidden.
- The School rules about mobile phones, MP3 players, headphones etc also apply in the Study Centre. They should not be seen during lessons or on corridors.
- Students must sign in and out on arrival using the procedures laid out by the school.
- All students using the Sixth Form Areas have a responsibility to keep it tidy at all times. You must use the bins provided.

The Study Centre

- Students must attend supervised study in the study centre during study periods. The supervisor in charge will take a register.
- There must be no iPods, MP3 players etc.
- Students are expected to work in silence.
- Students must seek the permission from the supervising staff if they wish to go to curriculum areas or the restaurant. A record of this will be kept.

Sixth Form Code of Conduct at St Richard Gwyn Catholic High School



- Use of the computers is at the discretion of the supervising teacher. The use of computers for anything other than schoolwork will result in the blocking of your Internet access. Please refer to the schools ICT acceptable use policy.
- It is acceptable to read a quality newspaper during Private Study.
- No food is allowed in any of the study rooms. Only water should be consumed.
- The garden area may be used for study when weather permits. The same code of conduct is expected here as in the study centre.
- The rules also apply at break, lunchtime and after school as some students may wish to study then.

Sixth Form Common Room

- The Sixth Form Common Room will be available for student use at break and lunchtime and before and after school. It will remain locked at all other times.
- All students will be responsible for general tidying of the Sixth Form Common Room each day.
- If any problems occur as a result of the use of the common room e.g. noise, untidiness or any other form of misuse this privilege will be removed at the discretion of the Director of Sixth form.

Sixth Form Locker Room

- Students may lease a locker subject to availability at the cost of £5 per annum plus a £5 refundable deposit. Priority will be given to Year 13 students. A deposit must be placed with Mrs Youds which will be returned at the end of the year subject to the conditions of use being met. Stickers or other personalisation/decoration of lockers is not allowed.
- Outdoor coats are not to be worn inside the school. All students must leave their outdoor coats in the locker room. Please ensure that valuables are kept with you or locked away in your locker.
- The locker room will be open throughout the day.

All Sixth Form Students - Signing In

- Always sign in on arrival at each sixth form centre.
- You must wear your identification badge & lanyard.
- If you have an independent study lesson you must register your attendance with the sixth form supervisor.



All Sixth Form Students – Signing Out

On leaving the premises for whatever reason all Sixth Form students must sign out at the Study Centre.

PARTNERSHIP CODE OF CONDUCT

In Case of illness

It is important that you adhere to a few simple rules if you feel unwell during the school day.

- You must ask either the Head of Sixth Form or Sixth Form Supervisor for permission to go home.
- You must sign out.
- Unless you follow this procedure, your absence will be regarded as unauthorised and you will be expected to make up the time.
- You must inform us by 9.15am if you know you are going to be absent from School because of illness. This can be a phone call from a parent/carer or yourself OR you can direct message via fb & twitter at FHS.

Private Study Sessions

- If you do not have a timetabled lesson, you are expected to study in the '6' area. The supervisor in charge will take a register and monitor that work is being completed.
- Students are expected to work quietly and at times in silence.
- Students can listen to music using headphones.
- Students must seek the permission of the supervisor if they wish to go to curriculum or other learning areas.
- Use of the computers/laptops is at the discretion of the supervising teacher and must only be for schoolwork. The playing of games on the computers will lead to students being locked out of the School Network.
- No food is allowed in any of the study rooms. Only water should be consumed.

Sixth Form Privileges

You have a number of privileges not enjoyed by other students. It is essential that you do not abuse these privileges as this may lead to them being withdrawn. Therefore please bear these points in mind:

- You must arrive by 8.50am. If your first lesson is at your partnership school you must arrive on time.
- You may go out at lunchtime but must return with plenty of time for your afternoon lessons.

For Drivers

- Drive with due care and consideration for yourself, local residents and other students. Take into consideration the parking regulations at each site.
- Students who frequently use a car to travel to and from school must log their details at the Study Centre.
- Car parking for students is not allowed on the school premises.

Canteen & Food



You are welcome to use the school canteen. You will need to set up a cashless catering account in advance. You can do this in the canteen on enrolment day.

FHS	SRG
Food is served from 8.00am – 8.40am; 11.00am – 11.25am and 12.30 - 13.00pm.	Food is served from 8.00am until 1.30pm.
You can order food at the counter and it will be made to order for you.	The normal serving time for meals is 12.30pm. Should you require food (eg; toast, bacon sandwiches etc) before this time, you can order it at the counter and it will be made to order for you.
Food should be consumed in the canteen and not brought to the Sixth Form Centre.	Food must be consumed in the restaurant and not brought to the Sixth Form Centre. Food is not allowed in the corridors.
You must clear your tables when finished, returning trays and crockery to the hatch and placing litter in the bins.	Students must clear their tables when finished, returning trays and crockery to the hatch and placing litter in the bins.
You can use the '6' kitchen area and eat/drink in this area before & after school and during break & lunch times.	Students must not enter the kitchen.
You can go out for lunch at 12.30, but cannot bring fast food back into school and must be back in time for lessons starting at 1.10pm.	The restaurant is closed between 1.30 and 2pm for cleaning but is available from 2pm until 3.30 when it is available without service.
Only water is allowed in classrooms.	As part of the schools healthy eating policy we encourage pupils to purchase food from our restaurant. Food from fast food outlets is not permitted on site.

Option Block Choices 2020-21

Year 12 AS Levels



Timing	Thurs am Tues pm	Tues am Thurs pm	Fri am Weds pm	Weds am Mon pm	Mon am Fri pm
	Option D	Option B	Option C	Option A	Option E
NEW Yr 12 for 2020-21	Biology (SRG) Business (SRG) Drama (FHS) Medical Science (FHS) Sociology (SRG) PE (SRG)	RS (SRG) English Lit/Lang (FHS) Physics (SRG) Photograph y (SRG) Cymraeg (FHS) Psychology (SRG) Criminology (FHS)	Chemistry (SRG) History (FHS) Music (FHS) Art (SRG) Polish (SRG) Criminolog y (FHS)	Maths (1 group each SRG & FHS) Health & Social 1 (FHS) Media (FHS) English Lit (SRG) Geograph y (SRG)	WBQ (SRG & FHS) Further Maths (FHS) Psychology (FHS) History (SRG)

Year 13 A2 Levels

Timing	Thurs am Tues pm	Tues am Thurs pm	Fri am Weds pm	Weds am Mon pm	Mon am Fri pm
NEW Yr 13 for next year	Option C	Option D	Option A	Option B	Option E
	Art (SRG) French (FHS) Lit/lang (FHS) PE (SRG) Physics (SRG) RE (SRG) Psychology (FHS) Computing (FHS) English Lit (SRG) Polish (SRG)	Biology (SRG) Business (SRG) Medical Science (FHS) History (FHS)	Maths (1 group each at SRG & FHS) Sociology (SRG) Media (FHS) Music (FHS) H&S 2 (FHS)	Chemistry (SRG) Photography (SRG) Criminology (FHS) History (SRG) Engineering (FHS) WBQ (SRG)	H&S (FHS) Cymraeg (FHS) Drama (FHS) Further Maths (FHS) WBQ (SRG) Psychology (SRG)



Pupil Contact Details 2020-2021

Name: _____

Previous School: _____

Home Address: _____

Your email address & contact telephone number:

Home Contact(s):

Name: _____

Relationship: _____

Contact Number: _____

Email Address: _____

Name: _____

Relationship: _____

Contact Number: _____

Email Address: _____

Personal Interests:



Year 12 – Post GCSE Results Day

Now that you have your GCSE results, please confirm the subjects that you are going to study from September 2020:

1. _____
2. _____
3. _____
4. _____
5. _____

Please note that failure to complete your course(s) or withdrawal at a late date due to failing to meet course deadlines will lead to you being invoiced for any fees/costs incurred by your home school for enrolling you on a course that you subsequently fail to complete.

Signed:

Student: _____ date: _____

Head of 6th Form: _____ date: _____



Year 12 into 13...

Are you ready for next year?

Please confirm the subjects that you are continuing to study from September 2020:

1. _____

2. _____

3. _____

4. _____

5. _____

Please confirm any additional AS subjects that you are commencing in September 2020:

1. _____

2. _____

Please confirm any AS modules that you intend to re-sit this year. **Please note you will have to fill in the official re-sit form and make the payment at your home school:**

1. _____

2. _____

Please note that failure to complete your courses or withdrawal at a late date due to failing to meet course deadlines will lead to you being invoiced for any fees/costs incurred by your partnership home school for enrolling you on a course that you subsequently fail to complete.

Signed:
Student: _____ date: _____

Head of 6th Form: _____ date: _____



6th Partnership Learning Agreement



September 2020

Student Name _____

EMA Wales Ref No (if applicable) _____

By taking up your place, you agree that:

- You will attend regularly and be punctual. Any absences should be reported to your home school by 09:15 **at the latest**.
- Authorised absences will only be permitted on **three** occasions per year. Authorised medical appointments must be supported by appointment cards.
- You should be a leader & role model by demonstrating good behaviour and being respectful to others.
- You must complete all coursework/homework within the agreed timescales and become an independent learner
- You should participate in classroom discussions and teamwork exercises.
- You must attend course examinations, internal and external.
- You should take advantage of opportunities offered to you as part of '6' including the Welsh Baccalaureate programme and attend all sessions.
- You must comply with the rules and regulations set by the '6' Partnership.
- You must attend all meeting and review sessions arranged with teachers.

I _____ understand and agree to the points above and will attend according to the rules of attendance laid down by the '6' Partnership.

It has been explained to me that in order to receive my weekly EMA allowance I must follow and obey the rules put in place by the Partnership.

I _____ understand that I must sign this agreement to receive my weekly allowance.

Student

Signature: _____

Print: _____

Date: _____

Parent/Guardian

Signature: _____

Print: _____

Date: _____



Acceptable Internet Use Policy Flint High School 6th Form

- I will only use the school **WiFi** system to access sites for school purposes, even when using my own laptop. I will be considerate and sensible when accessing the internet in school using my own equipment.
- I understand that the password to access the school **WiFi** system is only available for 6th Formers and I will not give the password to any students in lower years.
- I will only use ICT systems in school, including the internet, e-mail, digital video, and mobile technologies for school purposes.
- I will not download or install software on school technologies.
- I will only log on to the school network, other systems and resources with my own user name and password. I will keep this password safe at all times.
- I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use.
- I will make sure that all ICT communications with learners, teachers or others is responsible and sensible. I will use my school email address respectfully.
- I will not deliberately browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to my teacher.
- I will not give out any personal information such as name, phone number or address. I will not arrange to meet someone unless this is part of a school project approved by my teacher. I will be mindful of eSafety at all times.
- Images of pupils and/ or staff will only be taken, stored and used for school purposes in line with school policy and not be distributed outside the school network without the permission of the Head of Sixth Form.
- I will ensure that my online activity, **both in school and outside school**, will not cause my school, the staff, pupils or others distress or bring into disrepute.
- I understand that all my use of the Internet and other related technologies can be monitored and logged and can be made available to my teachers.
- I will not participate in any form of cyber bullying, **either in school or outside** of school
- I understand that these rules are designed to keep me safe and that if they are not followed, school sanctions will be applied and my parent/ guardian may be contacted.

Student

Signature: _____

Print: _____

Date: _____

Parent/Guardian

Signature: _____

Print: _____

Date: _____