

Our Ref JP/MRO/RMO

21st June 2023



Dear Parent/Carer

Wednesfield Academy  
www.wednesfieldacademy.co.uk

### **Entry to the Sixth Form**

We are very much looking forward to welcoming your child to the Sixth Form at Wednesfield Academy. This letter contains all the key details that students need to know for entry into the Sixth Form and explains the arrangements for the first day back in September.

### **Sixth Form Induction**

Your child's sixth form induction will take place on **Monday 26<sup>th</sup> and Tuesday 27<sup>th</sup> June 2023 (8.30am–3.00pm on both days)**. During this programme students will have lesson tasters and course outlines, within all of their option blocks, as well as careers talks and setting of expectations of all sixth form students from Mr Rogers (KS5 Co-ordinator). It is crucial students attend both days and are here on time. Mr Rogers will meet students at the school reception at 8.30am, both mornings.

### **The Sixth Form Dress Code**

As Sixth Formers, students will be required to dress in a manner that is, in the opinion of the school, formal and restrained. As senior students it is important that both your child's appearance and conduct set an appropriate tone for the younger pupils. The dress code reflects the importance we attach to maintaining high standards, whilst treating students as young adults. In joining the Wednesfield Sixth Form, students have opted to pursue academic qualifications and their appearance should be business-like, tidy and modest, to reflect the serious and formal nature of their sixth form studies.

Suits	If students choose to wear a suit, it should be matching and of a formal style and cut. Alternatively, students may opt for a tailored jacket and coordinating smart trousers, skirt or dress.
Skirts and Dresses	Skirts and dresses should be no shorter than knee-length.
Shirts	A tailored shirt, accompanied by a tie, or a smart blouse is to be worn. Shirts are to be tucked in and if wearing a tie, top buttons should be done up at all times. Sleeveless or vest tops may not be worn.
Trousers	They should not be brightly coloured and not skinny fitting. Jeans, chinos and other fashion trousers are not acceptable. Belts, if worn, should be plain and with a modest buckle. Leggings may not be substituted for formal trousers.
Lanyards	Sixth Form lanyards will be provided on their first day and <b><u>MUST</u></b> be worn at all times in the school.
Shoes	Dark or tan coloured, formal, low-heeled and closed-toe shoes; no trainers, sandals or boots. Dark socks should be worn.
Coats	Smart coats may be worn around the school site, but should be removed upon entering school buildings. Denim or leather jackets may not be worn.



Outer Garments	Hoodies or waterproof coats are not permitted as a replacement for a tailored jacket. Smart V-neck jumpers or cardigans may be worn in cold weather, but should be plain and without obvious branding.
Hair and Jewellery	Hair should be of a natural colour. For safety reasons, long hair must be tied up and off the collar (using discreet hair clips and ties) in situations such as during science practical's, P.E. and games lessons and in the technology block. Tidy facial hair is permitted. Modest ear-studs may be worn. Other jewellery, facial piercings and visible tattoos are not permitted.
Make-up	Only natural make-up and nails are allowed.

### **Reading List**

We are a school who love to read and we hope that students are able to use the long, summer holiday to lose themselves in some good books. Students teachers will be expecting them to be able to present on a book they have read over the summer holidays when students join us in September. Teachers will be sharing with students a list or suitable reading material and will encourage students to dip into these books, not just over the summer but throughout the Sixth Form. Most books come from the 20<sup>th</sup> and 21<sup>st</sup> centuries, but there are some from the eighteenth and nineteenth as well. Most are works of fiction, but there are some that are non-fiction. We've also included a wide range of nationalities. Some of the books are "page turners", but some of them are extremely challenging.

### **Textbooks**

Pressures on school funding unfortunately mean that the school will not be able to cover all the costs of textbooks for sixth form students. Students may need to purchase a copy of the texts that are required for their sixth form subjects. Students who are eligible for the Sixth Form Bursary will be able to use this money to pay for these books. The Sixth Form Bursary is a government funded scheme offering financial support to help students overcome specific barriers to participation in education. If you think your child would be eligible for the bursary, please speak to our KS5 coordinator, Mr Rogers during the induction.

### **Student Mobile Phone and Digital Device Policy**

1. We expect students to be kind and thoughtful when using technology.
2. The school have a balanced approach: taking advantage of benefits of technology, but having rules to protect students and staff and promote good behaviour.
3. Year 7-11 pupils are not allowed to use their mobile phones or digital devices in school. They must be turned off and in their bag.
4. Sixth Form students can use their devices before 8.30am and at break and lunch. Sixth Formers may use their devices whenever they are in one of the Sixth Form areas. However, your child's phone will be confiscated if they:
  - a) Use it around school outside permitted times e.g. in between lessons.
  - b) Walk around school using it, including with headphones or buds, at any time.
  - c) Photograph, film, or record a pupil or member of staff.
  - d) Use their device in a way which causes issues or makes people feel uncomfortable
5. If we confiscate your child's phone or device, they get it back at the end of the day. They should go to one of the school offices and ring someone from home to let them know they don't have their phone. If this causes a real issue your child should speak to someone in the pastoral team.
6. The school will act if students post upsetting things about people at school online.

7. 'Unofficial' Wednesfield Academy accounts and form/class groups can become spaces with harmful, upsetting or unkind content. Students must not set these up or contribute to them.
8. The school network is monitored. We try to give students some privacy, but if your child's username is flagged by the system, we will have to look into what they have been doing. We also look at student email accounts, if we think they have been using the system inappropriately.

### **Effective Use of Study Periods**

As a Sixth Form student your child will have non-contact periods, where they do not have lessons, these are independent study periods. Students need to remember the below:

- Remember that having done your homework does not mean you've finished your work.
- Choose a study space conducive to working.
- Resist temptation from others to fritter the time.
- Take the initiative to build on your classroom learning.
- Keep on top of your inbox.

Do not at any time:

- Play games on your phone
- Distract others.
- Leave work to the last minute.
- Wait to be told to revise.

### **GCSE Results & Confirming Your Child's Place in Sixth Form**

GCSE results day is Thursday 24<sup>th</sup> August 2023. If students are new to the school, they need to attend the academy between 10.00am – 11.30am on Thursday 24<sup>th</sup> August, bringing results with them, to confirm they have met the entry requirements. If students are unable to attend the enrolment morning, please e-mail the school via [postbox@wednesfieldacademy.co.uk](mailto:postbox@wednesfieldacademy.co.uk). If students are currently in Year 11 at Wednesfield Academy, we will see them at our results day to confirm their option blocks, following a conversation with the leadership team. If students wish to change their subject options, it is crucial this is done during this conversation. If your child chooses to make alternative plans for their A-level studies, please inform us on results days, so that their place can be offered to someone on the waiting list.

### **Year 12 New Term – New Start – Welcome to Sixth Form**

Tuesday 5<sup>th</sup> September 2023 will be the first day of the autumn term 2023. Students should go straight to their form rooms for registration at 8:30am. These rooms will be made clear to them on entry into the building.

### **Keeping In Touch**

If you have subject specific questions, please contact the relevant Head of Department. For other questions, please contact the sixth form team via [postbox@wednesfieldacademy.co.uk](mailto:postbox@wednesfieldacademy.co.uk). We wish your child all the best for results day and look forward to seeing your child in September. Have a wonderful summer.

Yours faithfully



Mr Phillips  
**Headteacher**