

July 2020

Dear Parent/Carer

**Re: Year 12 Start of Term Arrangements**

Following our online induction day last week, I am writing to provide further details about the start of term and how College will operate for Sixth Form students in September.

**First Day**

New Year 12 students will begin term by meeting their tutor for an extended tutor time on the morning of **Monday 7 September**. Here, students will receive their timetables and more details about how to conduct themselves on site. For this initial tutor time, half of the tutor group will attend from 9am until 10am the other half from 10am until 11am. Students will be emailed details of which sessions to attend later this week. An area of Sixth Form will be open for students to use throughout the day. Following tutor time and break, lessons will commence at 11.20am (period 3). If students do not have any timetabled lessons for the rest of the day, they should go home.

**Rest of Term**

Overall, students must behave purposefully and responsibly, limiting their time on site to a minimum. We expect students to attend all timetabled lessons (including bi-weekly PSHE) but they should spend their free periods studying at home, wherever possible. Study spaces in Futures will be open throughout the day, but access will be limited.

Students will meet their tutor on a specified day once a week at 8.45am, but these meetings will be carried out online, via Microsoft Teams, rather than in person. Regular attendance at weekly tutor meetings is essential, in order to gain the study skills required to manage their time effectively.

**Course choices**

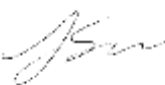
Student will need to pass a short probationary period in each of their courses in order to continue them beyond the end of September. Where students are not meeting minimum required standards, alternative options and course choices will be presented. Students should email any voluntary course change requests to [post16office@fromecollege.org](mailto:post16office@fromecollege.org)

**Lanyards**

While on site, students will be required to wear a lanyard and ID card to identify them as Sixth Form students and to allow them to enter and leave site during the day. Students will need to bring £5 to tutor time on the first day as a refundable deposit for their lanyard. They will also need to upload a passport style photograph of themselves to Frog for their student ID card.

Until the start of term, it is important that students complete any outstanding transition work, rest up and ensure they are fully equipped to begin their courses in September.

Yours sincerely



Dr J Sadowski  
Head of Sixth Form



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