**ST BART’S SIXTH FORM Y14 – TERMS & CONDITIONS**

Welcome back to St Bart’s. I hope that you have a successful year and please be assured that the school is fully committed to supporting your studies. We appreciate that many of you are balancing studying with paid work or work experience. This is entirely appropriate and we want to be reasonably flexible to ensure that you get the most out of things on a number of different fronts this year. It is, necessary, however that you meet the following expectations. Failure to do so will put your place in jeopardy.

1. Attend all timetabled lessons. While it is understood that you will have part-time work and other commitments outside school, it will under no circumstances be acceptable for you to miss lessons to complete shifts of paid work. Unless previously agreed with subject teachers, it is certainly not acceptable for you to explain absence from lessons by saying ‘I have done all the lessons before’. If you are enrolled on a course, you must attend all lessons.

2. You should ensure that you are able to use biometric signing in/out with a fingerprint/PIN. You must always sign in using this system, and if you leave before 3.30, you need to use it to sign out too.

3. You must be sure that you are able to access school email/Show My Homework/the blog etc to pick up messages and respond to any requests for meetings. Please see guidance here: <http://stb6th.edublogs.org/wireless/>

4. You will attend 12.10 registration for the first two weeks of school Monday to Thursday with your Senior Tutor. Once you have discussed your timetable with your senior tutor you will negotiate when  you will register with them during the week depending on your timetable. This is not an option

5. If you register on Monday you must participate in the PD session. If you register on Tuesday/Wednesday or Thursday you will need to also attend assemblies when they coincide with these sessions.

6. You are not otherwise expected to attend any registration sessions or assemblies but you would be very welcome to do so and would, indeed, be welcome to attend the Enrichment session on Thursday p3 (Even weeks only) in the Hall or Canteen. You can also attend the Sport/Wellbeing sessions on Thurs p4 and Weds p5 and can still represent the school in sports.

7. Your Senior Tutor will provide UCAS/careers advice. If you are re-registering for UCAS, please use the buzzword stbarts2016. You are still affiliated to your House and should seek additional support and advice from your House Office. Students who are not intending to apply to UCAS should make extensive use of the careers resources on <http://stb6th.edublogs.org/>. Please also request an Adviza interview via the Senior Tutor and also register for the Apprenticeships module on the school’s Unifrog account.

8. If you are completing A2 courses or starting a BTEC course for the first time, the school will incur the cost of your exam entries. If, however, you are re-sitting AS or A2 units, you will be required to pay for each exam entry.

9. If you need assistance in meeting the costs of any exam entries, please consider applying for funds via the 16-19 Bursary. Please also consider applying for Bursary funds to support costs incurred in terms of equipment, travel, books, trips etc. Please refer to the leaflets in the Common Room or to: <http://stb6th.edublogs.org/16-19-bursary/>

Please sign below to confirm that you recognise all of these expectations.

Date:

Student Name:

Student Signature:

Parent Signature:

Senior Tutor’s Signature:

*Please return to the Sixth Form Office.*