



STANTONBURY
International School

Sixth Form Handbook

Reviewed Annually

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Stantonbury International Sixth Form

Welcome,

Students studying at Stantonbury International Sixth Form will be able to participate on a pathway suited to their interest, desires and academic abilities. All students will find the expectations of Sixth Form life demanding, therefore appropriate use of non-contact time will be pivotal in determining their success over the next two years. Students need to be aware of how their course is structured and the assessment criteria to ensure a smooth transition from KS4 to KS5 studies. Specific subject teachers will guide students through the course structure and appropriate content throughout the academic year. Outlined below is a guide of how assessment will work, culminating in your performance at either an A level qualification or Level 3 BTEC course.

A level qualification: Students studying A level subjects will sit their external exams at the end of Year 13. Students will acquire skills and knowledge across three disciplines, where their final grade will be based on a combination of examinations and coursework. We also, take great pride in preparing students for formal examinations at the end of Year 12, all students will be assessed externally to give a clear indication of suitability of courses and likely outcomes at Year 13. All students need to be aware that these results will be used as an indicator as to whether continuation of a study of a subject into Year 13 is suitable, or not. Students who do not meet the expectations of a particular A Level course will be supported in making informed choices about their next steps from the Sixth Form Leadership Team.

Students studying Level 3 BTEC courses will complete a mixture of internal and external assessments throughout the academic year. Each unit students take goes towards their final grade. BTECs include a mixture of coursework, controlled assessment that is externally verified and exams. Students need to be aware that success in exams is essential to pass the course and they only have one chance at retaking an exam unit. We have an outstanding record of success across BTEC courses, to maintain this we expect students to demonstrate an excellent work ethic, working closely with staff and students to meet all deadlines by using independent study time appropriately.

What can I study?

Some students will study 3 Linear A Levels for two years across a broad range of subjects. Alternatively, other students will follow a Level 3 BTEC programme for 2 years or a combination of the two. We also take great pride in providing opportunities to improve upon fundamental skills for life and further education through our PIXL opportunities and Masters scheme, where students gain experience with presentations, developing leadership qualities and demonstrating effective teamwork. Students who have not achieved grade 4 or above in English and/or Maths will participate in resit classes with their KS5 peers.

We have a full enrichment programme which develops skills for life, combining PSHE with bespoke careers provision. We benefit from skilled academic mentors who support our students with their wellbeing at Sixth Form and an onsite designated careers advisor who



support students with progression routes post 18. Time and guidance are also given to students in order to complete either/or EPQ (Extended Project Qualification), LIBF London Institute of Business and Finance course. Many of our students also participate in an extended enrichment curriculum, where they can acquire two additional AS Level qualifications which significantly improve UCAS offers and support applications for Further education and careers in industry.

We also take great pride in our values-based education, our Sixth Form students are role models for the school who feel supported in taking risks, are inquisitive and promote a strong sense of community. As part of their development as active citizens, students participate in our Reading scholars programme where they actively contribute towards improving the life chances of others by developing literacy and numeracy skills with key stage 3 learners. We also offer unique personal development opportunities such as the following:

- Prefect- Head students- responsible for raising standards, developing culture, improving student voice, leading peers in curriculum and non-curriculum activities.
- Media Society
- Senior Sports leaders
- Art and leisure Committee
- Social and Experience Committee
- RAG- Raise and Give society
- SIS Service
- Mentor schemes
- Student LSA- Learning Support Assistants

Such opportunities make us fundamentally different to other Sixth Forms in Milton Keynes as we have an array of leisure facilities on site for students to participate improve their physical, social and emotional wellbeing. There are also many opportunities for Student Leadership. There is an opportunity for Head students to run their own Leadership Innovation Team. We expect students to volunteer and participate in the clubs and societies on offer across the school.

Students will also have a tutor and attend tutorials where they will participate in various activities and engage in the PIXL Edge Award aimed at developing LORIC (Leadership, Organisation, Resilience, Independence and Communication) skills.

Students are actively encouraged to become independent learners and during private study periods will complete PIXL Independence activities and MOOCS (Massively Open Online Courses) free from top universities.

Dress code

As the oldest students in the school, the Sixth Form students will be role models to younger pupils in all aspects of behaviour, learning and appearance.



We will therefore expect our Sixth Form students to come to school dressed in clothes suitable and appropriate for school, we do not have a “uniform”, however the expectation is of an appropriate style of dress that is compatible with the school community of which you are a part. (See Dress Code section of Sixth Form Handbook).

All students are expected to be hygienic and presentable, which means that they should wear something that would be suitable for work in the 21st century. Below are examples:

Acceptable

- Suit
- Tailored smart trousers/skirts
- Tie (optional)
- Shirts with collars/blouses/tops
- Short Sleeve shirts
- Jumpers- Smart, V neck, round neck
- Smart T-shirts
- Smart tailored dress
- Sensible, clean footwear (sensible heel)

Not Acceptable

- Combat trousers/Cargo pants
- Large printed logos or slogans on any clothes
- Sportswear/tracksuits
- Plimsolls or canvas shoes
- Jeggings or leggings
- Plunging necklines
- Skin-tight items of clothing
- stomachs on display
- Flip-flops or backless shoes
- Stilettos / high heels

If you are unsure of any aspect of clothing, please ask so that we can avoid any unnecessary sending home to change.

Stantonbury International School staff reserve the right to judge clothing or appearance as suitable.



	General Guidance	Clarification points
Piercings and Hair	Discreet earrings/nose stud are allowed. Natural hair colours are acceptable.	If unsure, see the Head of Sixth Form.
Hats and Scarves	Hats and scarves of any colour can be worn to and from school in the winter.	No baseball caps. Hats should not be worn inside the building. Outdoor coats should not be worn in lessons.
Hot weather	In hot weather, when indicated by the Head Teacher or Head of Sixth Form, smart chino style, knee-length tailored shorts may be worn.	Students will be advised as appropriate or parents will be contacted to inform when the hot weather policy is in place.

Attendance & Home-study

Regular attendance is essential to continued success at Stantonbury International Sixth Form. Student who have high levels of attendance, achieve fantastic outcomes. Punctuality is an area that future employers or universities will enquire about when asking for references.

If a student is absent due to illness or other mitigating circumstances, this must be authorised on the day of absence by contacting the school on the day of absence and on each day of further absence by the parent/carer of the student. If a student's attendance declines, this will be picked up by the tutor and the Sixth Form Leadership team, who will discuss any concerns or issues. If attendance continues to decline or lessons are regularly missed despite being present at school, the student will attend a panel meeting with the Head of Sixth Form so a report can be introduced, and an action plan agreed upon.

Home study will not be available in the first term of the academic year, students whose attendance falls below 95% will also be omitted from this opportunity. Absences known in advanced should be approved and taken to our Attendance team.

Stantontonbury International students should:

- Attend school and be punctual at all times except for unavoidable absences
- Attend tutorial time daily
- Ensure all appointments are made outside of school hours. For any appointment made during school time we should be informed in advance and receive appropriate signatures from parents/ guardians.
- Students should not leave the site during school sessions without 1) expressed permission 2) having signed out
- Inform tutors or the Head of Year in advance for university open days, school trips, paperwork must be signed and handed into our Attendance team.

Home study

Home study will not be available for any Year 12 students, the discretion of home study for Year 13's will be assessed on a case by case basis. Each student will be informed of



their entitlement and a brief meeting will take place to decide what study period/s will be allocated for home study.

Criteria for home-study

- Attendance must be above 95%
- Students must not be more than 1 grade lower than target in any of their subjects. For BTEC subjects, students must be on track and confirmation from subject teachers will be sought before home study is agreed.
- No incidents of truancy of lessons when in school
- No missed deadlines- coursework/examinations
- Good record of punctuality
- Commitment to wider contribution of the school- clubs, societies

Please be aware home study can be withdrawn any time during the academic year if performance indicators identify or failure to adhere to expectations as a Stantonbury International school student.

Timetable

All students are expected to work independently in the Sixth Form Study Centre or appropriate classroom space when on private study.

Study Centre/ Work Room Expectations

- No food or fluid other than water
- No mobile phones
- No music devices

Expectations conform to strict library standards, what you will expect from an academic library in higher education.

Common room / Sixth Form Study

Students will be taught in the different curriculum areas and/or the designated Sixth Form teaching rooms around the school to ensure that they have access to all the facilities available (e.g. art rooms, science labs, subject specific classrooms).

There is a common room which is a comfortable relaxing social area for Sixth Form students to meet other students during break time and lunchtime and after school. It contains armchairs and a kitchen corner with tea/coffee facilities. Students will be allowed to use their personal devices (e.g. phones, ipad, laptop...) during social times.

We request all Sixth Form students adhere to the basic expectations when moving across the school site- ensure all communication devices, phones/laptops/ headphones are out of visible site when moving around, to and from school.



Independent Learning

Independence and self-discipline are an essential skill that students need to develop to be able to contribute successfully to KS5 learning. It is a fundamental difference between studies in KS4, GCSE'S and AS/A Level/ Vocational qualifications at KS5. Students will be expected to engage with independent study, which could be in the form of reading or researching, in addition to any homework that is set by teachers.

Those students in Year 12/13 who understand the importance of effective independent study have benefited greatly in their progress and achievement.

Below are additional sites which can be used for further research or study:

- iTunes U - a range of podcasts and lectures available to download.
- [MOOCS](#) - complete a range of MOOCS (Massively Open Online Courses) free from top universities.
- [YouTube Education](#)
- [TED Talks](#)
- [AQA](#)
- [Edexcel](#)
- [OCR](#)

All will offer a range of useful resources, tools to support your development as KS5 learners.

Enrichment, Achievement & ULAS

Enrichment is an essential part of the ethos at Stantonbury International School. Sixth Form students are expected to participate in at least one enrichment activity per week. The enrichment programme is designed to support students with their A Level studies and widen their social, cultural experiences of studying. Participation in enrichment activities will indicate to prospective universities or employers that the student has acquired a range of transferable skills.

We would like to encourage our Sixth Form students to also consider leading some enrichment clubs. If you have a interest, hobby or skill that you would like to share with younger students, please get in touch with the Sixth Form Team and we will look into ways we can support you. SIS Service will be an integral part of academic study whilst in the Sixth Form, as a year 12 student you will contribute towards supporting KS3/4 students by being academic mentors, numeracy and literacy champions or by supporting faculties as learning support assistants. SIS Service is an invaluable opportunity to give back to the school and bestow the values, as role models for future generations.

Improving leadership capacity is essential for your continued professional development, as of the summer term we will be appointing representatives to spear head the following clubs or societies, so watch this space...

- Prefect- Head students- responsible for raising standards, developing culture, improving student voice, leading peers in curriculum and non-curriculum activities.
- Media Society

- Senior Sports leaders port Society
- Art and leisure Committee
- Social and Experience Committee
- RAG- Raise and Give society
- SIS Service

Students will also have an opportunity to update their ULAS account at least once a half term during tutorial time; this will be invaluable when it comes to completing job or university applications soon.

Work Experience

As part of your commitment to KS5 studies, all students will participate in a Work Experience week this is a statutory requirement and is in addition to any course specific expectations throughout the year. More information to support you will be available.

Assemblies

Sixth Form assemblies will be held each in the Sixth Form Cooksey Centre. Students will meet tutors at the door and register on arrival.

Tutor Time/Academic Mentoring

All students will be required to attend academic mentoring sessions, where staff will liaise, check progress and assist you with your individual needs. Any Sixth Form student absent from tutor time will be treated as truanting.

Use of electronic devices/mobile phones/Laptops

Sixth Form students may use their mobile phones in the common room, and in lessons, at the discretion of the teacher for learning purposes when requested.

Students should not:

- Have mobile phones out on a desk
- Be listening to music or other devices whilst in lesson
- Be loud or obtrusive with their digital devices

The use of a laptop or additional writing equipment for learning purposes can be actioned at the request of the teacher.

Rewards

Sixth Form students are encouraged to be rewarded; this will make them eligible for the reward trips/prizes at different intervals during the school year. The social and experience committee can create alternative opportunities to reward post-16 students as part of their enrichment responsibilities.

Useful Numbers & Websites

Organisation	Contact Details
Stop hate UK Stopping hate crime	0800 1381625 www.stophateuk.org
Brook Sexual health/Emergency contraception advice	02079507700 www.brook.org.uk
Youth to Youth Confidential and anonymous helpline for young people	02088963675 www.youth2youth.co.uk
Chums Chums offer support to young people following a death or bereavement of someone close to them.	01525863944 www.chums.uk.com

Contact Details

Head of Sixth Form

Aaron Davies

aaron.davies@stantonbury.org.uk

Head of Year 12

Dave Smeath

dave.smeath@stantonbury.org.uk

Head of Year 13

John Gibbs

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Academic Mentor

Claire Maxwell

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DSL-Designated Safeguarding Lead

Louise Sullivan

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Wellbeing

Marion Randall

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Leisure Centre

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