

Sixth Form Information Update - September 2024



Who's Who - The Sixth Form Team

Tutors

Your tutor is here to guide you through your time in the Sixth Form. They will monitor your attendance, track your academic progress, and help you with completion of your CV and or any applications. They will write your reference. Assistance will also be given to developing key soft employability skills, these are going to be pivotal in securing employment in the near future.

YEAR 12:	YEAR 13:
Mrs Armstrong (BAR)/Miss Hamblin (SHN)	Mr Eden (CEN)
Mrs Pike (GPE)/Mrs Scott (MST)	Mrs Robinson (LRN)/Mr Dunn (PDN)
Mrs Field (LFD)	Mr Nicolaides (MNS)
Ms Stewart (CST)	Miss Wetherall (EWL)

Mr Waterman is the Sixth Form Manager who is situated in the Sixth Form Office every morning. He will assist you with any queries or direct you to the relevant member of staff.

Mr Clay is Head of Year 12

Your Head of Year should be the first port of call for subject related issues.

Mr Smith is Head of Year 13

Mr Holmes is Assistant Headteacher and Head of Sixth Form.

Mrs Scott is the UCAS coordinator and will provide guidance and support with careers. She is situated in the office above the LRC. You may also contact Mrs Beale, in the same office, with regard to queries regarding work experience or career opportunities.

Study, Social Spaces and Toilets

Students in both Years 12 and 13 have the use of the left-hand side (computer side) and right-hand side (raised seating side) of the VI Form Centre. Students are also able to use the top of the LRC. Students are encouraged to bring their own laptop/devices to work on – these require PAT testing in school prior to use and this will occur on your first Wednesday afternoon (11th). Each year group in the lower school has each been allocated an outside space and toilet block for their exclusive use; Sixth Formers have been allocated the toilets at the top of the LRC and those on the ground floor in the Reception area.

Entry

Sixth formers enter the site by accessing the stairwell into the VI Form Centre. You will soon be issued with your lanyard with which you can access the entry and must remember to have visible at all times.



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Bus Information

Instead of applying through Dorset Council, you must now buy a pass from the bus company directly on their website. Tickets/passes are allocated using the surplus seat scheme which allows any student (age 4 to 19), who is not entitled to free school transport, to use seats on existing school transport vehicles (charges will apply). The bus companies cannot guarantee a seat, so make sure you have alternative transport in place in case there are no seats available. The scheme does not apply to public service routes. Sixth Form students cannot use the school's temporary bus pass system – if you have any concerns about travel please speak with Mr Waterman in the first instance.

As we are not involved in transport arrangements, you are advised to use the following to access further information:

<https://passes.gosouthcoast.co.uk/>

(Swanage/Studland)

enquiries@damory.co.uk

<https://www.excelsior-coaches.com/schools-timetables>

(Bovington, Wool, Lulworth & Morten, Broadmayne areas)

www.firstgroup.com

(Weymouth/Poole)



Wifi Codes

The Purbeck School Wifi can be accessed using your school log on details (username and password).

Teams

The Unifrog resource is where you will complete many of your careers-based activities. All students have a private channel in their tutor group where additional 1:1 mentoring documentation should be kept. During the year you will develop key documents including CVs, letters of application, personal statements, and work experience certificates and retain drafts in Unifrog and your own 'Grow' document.



Mail – download the app!

You are expected to check your school email regularly throughout the day.



Please download the Outlook app to your phone and allow push notifications - that way you will not miss an important message.

Refreshments

You will have access to the café, canteen and D3 café, all of which operate a PIN Code system; D3 accepts contactless bank cards. We should have PIN Codes available on Thursday and you can add funds online (via <https://www.scopay.com/purbeck>) or with cash at machines in the foyer and canteen. You may use the cafe between 9-10.30 (9.15 on Mondays), 11.30-13.00 and from 14.15 – 15.10 to sit and/or purchase food and drink. This is to enable all lower school students' quicker access at break and lunchtime to the café and canteen and allow for cleaning time. Please keep these areas tidy and ensure you throw rubbish away. You will need to use your free time during the day, or in-between lessons, to purchase food. You may eat your food in the SFC but please clear up after yourself and put all of your waste in the bin. We recommend bringing lunch with you where possible, especially on the first day, as the food and drink on offer could be more limited than usual. You may leave the premises at lunchtime, however please be mindful that lunchtime is only 40 minutes long.

Free MS Office 365 software

As a student of The Purbeck School, you have access to Microsoft Office 365 for free. If you have any problems accessing these applications, please ask IT services for help. Their office is located in between the main canteen and the LRC.



Times of the School Day

Monday	Tuesday to Friday
08.40 Start of Day	08.40 Start of Day
08.45 Registration	08.45 Registration
09.15 Period 1	09.00 Period 1
10.05 Period 2	09.55 Period 2
10.55 Break (20 Mins)	10.55 Break (20 Mins)
11.15 Period 3	11.15 Period 3
12.10 Period 4	12.15 Period 4
13.15 Lunch	13.15 Lunch
13.55 Tutorial	13.55 Tutorial
14.10 Period 5	14.10 Period 5
15.10 End of School Day	15.10 End of School Day

Enrichment

This is an essential and mandatory part of your sixth form growth. Every Wednesday enrichment begins at 1.45 and incorporates tutor time.

Year 12s may leave the school premises at lunchtime only but **MUST** sign out & back in the SFC (Sixth Form Centre). *Signing in and out folders can be found in front of the sixth form office, next to the photocopier.*

First Day:

Thursday 5th September 2023

Arrive before 08.40

Year 12 will register with a member of the sixth form team in the Sixth Form Centre who will tell you the name of your tutor. You will have a year assembly before leaving with your tutor who will give you a briefing and provide you with your timetable.

For the remainder of the first week, you will not attend period 1 lessons but instead be timetabled as a tutor group to attend sessions about using information in our LRC, developing sixth form study skills, and using Unifrog.

We will soon allocate the following to your timetables: **SS periods** where you are timetabled to work in silence in the sixth form centre and complete your set independent tasks and wider study; **IS periods** where are free to complete independent work on the school site such as the

LRC, canteen or by working silently in the sixth form centre.

Year 12s may **not** leave the premises during an Independent Study Period, only at lunchtime if you have signed out, and then in, in the VIFC. Please note, if you have SS on your timetable this is a compulsory attendance of an independent study session where a register is taken.

From Monday 9th September you will register in the morning at 8.45 and then follow normal lessons.

Bursaries

If you have been receiving free school meals, you may be eligible for financial support towards text books, school bus fares and other transport to school and university open days as well as help towards other essential costs related to your courses at sixth form. **Please discuss possibilities available with Mr Waterman in the Sixth Form Office where you can also collect an application form.**

We are really excited to be the team that will challenge, guide and support you in this bridging period before you move on. Together we will grow.

Best wishes,

The Purbeck School Sixth Form Team

September 2024



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