

# Heron Hall Academy Sixth Form

Sixth Form  
Entry 2023



## Induction Information

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## Welcome to our Sixth Form

**The information included in this booklet covers all aspects of Sixth Form life at Heron Hall Academy. The Sixth Form team would encourage all students, parents and carers to carefully read and familiarise themselves with the information included here, even if you have previously been a student in the lower school. This induction booklet is also designed to be a useful reference document for the entire time that students are in the Sixth Form.**

Many aspects of Sixth Form life are different to those of the lower school, such as the concept of study periods on a timetable, a different dress code and being able to leave the school premises during lunch time.

This is a unique cohort of students as you will have the privilege of being the first set of students to enter into our brand new Sixth Form and new purpose built, designated Sixth Form Centre. This will provide outstanding independent study spaces, café facilities and social spaces.

Remember, Sixth Form is a time of growth and exploration. Embrace new opportunities, challenge yourself, and make the most of the resources available to you. By setting clear goals, staying organised, and nurturing your personal development, you'll be well-prepared for the next steps in your academic or professional journey.

Please read the information in this booklet carefully and please do not hesitate to contact the school should you have any questions. We look forward to seeing you all in September and welcoming you into Year 12 and the new Sixth Form.

**Sixth Form Team**

# Who's Who

Mr Barzey | Headteacher

Mr Molokwu | Head of Sixth Form (Assistant Headteacher)

Making the most of your time in Sixth Form is crucial for both personal and academic growth. Sixth Form is a transitional period that bridges the gap between secondary school and higher education or the professional world. It is an opportunity to gain knowledge, develop skills, and explore your interests while preparing for your future endeavours. Here are some tips to help you maximize your time and make the most of your Sixth Form experience:

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# Making the most of your time in Sixth Form

- 1. Set clear goals:** Start by setting clear goals for yourself. Whether it's academic achievements, personal development, or extracurricular pursuits, having specific goals will give you direction and motivation. Break your goals down into smaller, manageable tasks and create a plan to work towards them.
- 2. Choose the right subjects:** Select subjects that align with your interests, strengths, and future aspirations. Engaging with subjects you enjoy will make learning more enjoyable and increase your chances of success.
- 3. Be proactive in your studies:** Take responsibility for your learning and be proactive in your studies. Attend all your classes, actively participate, and take thorough notes. Establish good study habits, create a study schedule, and review your material regularly. Seek help from teachers whenever you have doubts or need clarification.
- 4. Get involved in extracurricular activities:** Sixth Form offers a variety of extracurricular activities, such as sports, clubs, societies, and volunteering opportunities. Engaging in these activities can enhance your personal and social skills, provide leadership opportunities, and make your overall experience more fulfilling. Find activities that align with your interests and make a commitment to actively participate.
- 5. Develop time management skills:** Effective time management is crucial in Sixth Form when you have to juggle multiple subjects, assignments, and extracurricular activities. Learn to prioritize tasks, set deadlines for yourself, and create a schedule that allows for both work and relaxation. Avoid procrastination and make efficient use of your study periods to stay on top of your responsibilities.
- 6. Seek additional learning opportunities:** Take advantage of any additional learning opportunities available to you. Attend workshops, seminars, and conferences related to your subjects or areas of interest. Look for online courses or internships that can provide you with practical experience and enhance your skills. These experiences will broaden your horizons and make you stand out when applying for higher education or future job opportunities.
- 7. Build relationships and network:** Forming positive relationships with teachers, classmates, and professionals can greatly benefit your Sixth Form experience. Engage in class discussions, ask questions, and collaborate with your peers. Establish connections with teachers who can provide guidance and support. Attend career fairs, networking events, and engage with professionals in your field of interest to gain insights and potential mentorship opportunities.
- 8. Take care of yourself:** Balancing academics, extracurricular activities, and personal commitments can be demanding. It is essential to prioritize self-care and maintain a healthy work-life balance. Get enough sleep, exercise regularly, eat nutritious meals, and make time for activities you enjoy. Taking care of your well-being will improve your focus, productivity, and overall happiness.
- 9. Reflect and evaluate:** Regularly reflect on your progress, strengths, and areas for improvement. Assess your study techniques, time management strategies, and overall performance. Celebrate your achievements and adjust your approach if needed. This self-reflection will help you stay motivated and make the necessary adjustments to excel in your Sixth Form journey.

## General expectations

As a Sixth Form student, you will be expected to behave responsibly and act as a role model to all the pupils in the lower school. Your behaviour in and around school must reflect your senior status within the school.

The school expects Sixth Form students to:

- Work to the best of their ability
- Use study periods and independent study effectively
- Dress appropriately at all times
- Have high attendance and be punctual to lessons and registration
- Be a role model to the lower school
- Refrain from using mobile phones on the premises (except for the Sixth Form café area)
- Behave in a mature and respectful manner
- Be an active citizen within the school community
- Follow and adhere to the Sixth Form behaviour policy



## Sixth Form Dress Code

In the Sixth Form you will be expected to take pride in your appearance by dressing appropriately and professionally for your studies.

An acceptable standard of dress would be similar to clothes that you might wear for an interview, for work in a business environment, or when dealing with customers in the service industry.

You may wear a suit if you choose. Should you wish to wear trousers or a skirt, they should be smart and not jeggings, denim or a tracksuit. You should wear a shirt with a collar and tie. During the summer term, this policy will be reviewed. Blouses or tops should be neat, tidy, professional and appropriate for a school or office environment.

Plain jumpers are acceptable. Hoodies and logo sweaters are not appropriate attire and students will be asked to remove these. Shoes should be black 'office' style – no trainers/ canvas plimsolls are allowed. Students should ensure that their outfits are appropriate for the school environment.

Any outdoor clothing should be removed for lessons and assemblies or when moving around the school building. Jewellery should be kept to a minimum. If in doubt, seek advice from your tutor. No nose/ facial piercings are permitted, nor should any tattoos be visible. Hair - extremes of style and colour are not acceptable.

## Attendance

Sixth Form students are expected to be on-site throughout the entire school day with the exception of lunch times. Any time a student leaves the school premises, they will be required to sign in/out using their student ID pass located in the Sixth Form reception area. If a student needs to leave the premises for any reason other than lunch, a note from home, giving reasons, must be handed to the Sixth Form Administrator. Alternatively, parents or carers can opt to telephone to give an explanation.

Parents and carers of students who are ill should phone the Sixth Form administrator on the morning of absence with an explanation.

Attendance should remain above 96% for all students in the Sixth Form. Any student that falls below this may be subject to the systems and sanctions identified within the attendance policy. A student who consistently fails to meet the Sixth Form attendance expectations may result in action being taken for their removal from the school roll, thereby forfeiting the opportunity to study within the Sixth Form.

## Bursary Award Information

Students and their parents/carers are invited to apply for a bursary award funding once they take up their place at Heron Hall Academy Sixth Form in September. Application forms will be available in September and should be returned promptly with all supporting documents. Each applicant will be required to present the required information and evidence, which will then be assessed individually, on a case-by-case basis, and payments distributed accordingly. The expectation is that the payments from a bursary will be used to assist with the cost of equipment needed for Sixth Form, transport to and from the school and school trips.

## Extended Project Qualification (EPQ)

All Year 12 Advanced level students will undertake the EPQ qualification. This counts towards a Level 3 qualification and will support students to develop the skills, knowledge and understanding required for A-level and degree level study. Students can either produce a written assignment of 5,000 words, a performance or a model (which must include a written report of at least 1,000 words).

The EPQ will support students to develop skills such as planning, research, critical thinking, analysis, synthesis, evaluation, and independent study skills. 30 hours will be taught, and 90 hours will include independent study. The EPQ is equivalent to half an A-level and as such will help to enhance a university application.





## **STRIVE - Heron Hall Sixth Form Enrichment Programme**

Our whole school values of STRIVE are even more pertinent for Sixth Form students. Our enrichment programme will further support students to develop the social, cultural, and moral virtues needed to engage productively in society. The enrichment programme will also afford students the opportunity to develop vital skills necessary to seek and gain successful employment or transition into higher education. The enrichment programme is compulsory and will appear on all Sixth Form student's timetables. The programme takes place weekly every Wednesday afternoon and can occur either on or off the school site, depending on the activity.

### **Well-being**

At Heron Hall Academy, we pride ourselves on the holistic development of our students. All students will be supported with their mental health through activities within the weekly form tutor programme and access to specialist counsellors and external provision if needed.

### **Sixth Form Centre**

This space is provided for study only. In this area, you are to respect the property. You are ultimately responsible for your conduct. No food or drink is to be consumed within this area and all rubbish must be placed in the bins provided.

The following additional areas can be located within the Sixth Form centre:

- **Sixth Form ICT suite**
- **Sixth Form Silent Study Room**
- **Sixth Form Café**

Food is only permitted to be consumed within the café area. No students are permitted to take food from one area into another. The ICT suite is for students who wish to work collaboratively and undertake research and independent study during their study periods. Noise must be kept to a minimum and students are expected to be able to work independently whilst in this area. For students who wish to work in silence, or revise for assessments, students will have access to the silent study room. Students are expected to work independently and in silence in this room.

The Sixth Form café area will be accessible from 10am - 2pm. This is a shared adult environment, where staff and students can interact. Students are permitted to use their mobile phones only within this area of the Sixth Form. Food and drink should only be consumed within this space.

## Careers Information, Advice and Guidance

Careers, Information, Advice and Guidance is available to all Sixth Form students. All students may at any time request a careers interview; simply ask your form tutor to contact the careers advisor who will then arrange a meeting with you. Form tutors, Heads of Year and the Head of Sixth Form are additionally available to support with careers support and guidance.

Later in Year 12, all students will undertake a University Preparation & Guidance Day. This will support all students to begin the UCAS application process and to be able to write personal statements. Those who seek to undertake employment or further training will also be supported on this day to research and apply for apprenticeships.

It is important that students begin to consider now what they wish to be doing in two years' time, university, an apprenticeship, or a job.

## Student Progress and Reports

All Sixth Form students will be monitored on their academic progress on a termly basis. This information will be shared via email to parents and carers at two specific points of the academic year following a data capture. Each half term, students will be given a grade A-E, which will indicate their current working grade. Alongside this, they will be given a number, 1-3, which will indicate how secure the grade is. So for example, a B1 would indicate that a student is working securely to achieve a strong B grade and may possibly be able to attain an A grade. Conversely, a B3 grade would suggest a student is not securing a strong grade B and may move downwards towards a grade C.

Achievement grades will also be supported by an 'Attitude to Learning grade' of 1-4. Students with low progress and attitude to learning scores will meet with both their Form Tutor/Head of Year and also the Head of Department to identify any barriers to learning and what support can be implemented.

## Independent Study

Independent study is an essential skill that has to be learnt in order to be successful at A-level and beyond. There is a difference between studying at GCSE and A-level. Study lessons should be used to research, work independently, and complete assignments or homework.

For every four lessons of a subject in a week, a student is expected to complete at least two hours of independent study during study periods and at home. Students who understand the importance of effective independent study make greater progress and achieve higher grades. At Heron Hall Academy we want students to enjoy their time in the Sixth Form, however, it is important to acknowledge that you have chosen to study here and as such, we expect you to be passionate and enthusiastic about your learning.







# Sixth Form Enrichment Programme

## What are enrichment activities?

These are activities that are outside the regular curriculum e.g., learning a life skill or playing a musical instrument or those that take your regular curriculum further. They take the subjects you study in the classroom beyond what your teacher has taught you or what you have done for homework. In some instances, you may go into more depth in content you have learnt in the classroom or study a new topic altogether. Examples of these activities are additional reading, going to lectures, visiting museums, entering academic competitions, or even teaching yourself new material.

## Why are they so important?

Enrichment activities enhance a student's chance of acceptance into a competitive degree course and/or employment. What you choose to do will build you a strong individual profile to impress Higher Education establishments and employers. These activities will develop a variety of skills and qualities that will benefit you in the future. Additionally, enrichment activities will support you to either write an outstanding personal statement for university, or a letter of application to a future employer. You will be able to articulate the activities you have undertaken and the skills, qualities, and attributes that you have developed. They will also help you explore what you would like to study in greater depth and will bridge the gap between school and university-level study. Enrichment activities may also help you to find a new lifelong interest that you will become passionate about.





# What Enrichment Activities are Available at Heron Hall Sixth Form?

- **Volunteering**
- **Nutrition and Food Skills**
- **First Aid**
- **Young Enterprise**
- **Healthy Active Lifestyles**
- **Student mentoring**

## Volunteering

As a part of the Sixth Form, all students are encouraged to become active citizens within their school and also the wider community. Volunteering provides students with the opportunity to develop a wide range of transferable skills that will enhance and improve your CV and university applications.

Volunteering involves spending time that is unpaid and supports either the environment or a group or individuals.

Volunteering can be undertaken in a range of different settings and organisations. As part of the North Star Community Trust, students can volunteer in any of our partner schools, including Enfield Heights Academy, Kingfisher Hall Academy and Woodpecker Hall Academy, or within agreed local organisations or community groups. Volunteering with North Star Community Trust primary schools is fun, challenging and ultimately extremely rewarding. You will be able to observe first-hand how young children learn, support with planning and delivering engaging and exciting lessons and become a role model for future students at Heron Hall Academy. Remember that volunteering is extremely rewarding and can make a real difference to your own life and to the lives of those around you.

## Further opportunities to volunteer

If you would like to find out more about volunteering and additional opportunities to volunteer, then go onto Google and access Do-it. This website provides a large database of volunteering opportunities covering the entire UK. <https://doit.life/volunteering>



## Nutrition and Food Skills

A strong understanding of nutrition and food is imperative in contemporary society, specifically with the Government's agenda to try and decrease obesity rates and the impact that this has on the NHS. This amazing enrichment opportunity will cover a range of different topics including, nutrition, basic cooking skills and kitchen equipment and simple time-saving meals. The course is very practical and will require students to purchase their own ingredients.

Knowledge of nutrition and food is important for everyone, but specifically is relevant for those looking to progress onto higher education. Living away from home at university can be a daunting and anxious time. It is vitally important that students are supported to develop the skill set necessary to be able to support themselves. This course will develop the knowledge and understanding of how to make money-saving meals, how to cook and allow students to understand how to fend for themselves whilst at university. So, whether you are a budding Gordon Ramsay, want to produce delicious food like your grandparents, or just looking to learn a new skill, all students are welcome to participate in this extremely popular enrichment activity.

## First Aid

First aid is the immediate assistance given to any person suffering from either a minor or serious illness or injury. First aid can be performed by anyone but is primarily focused from the age of 16 and above. A good knowledge and understanding of first aid is vital as this could help save someone's life. This could include a friend, family member or an individual on the street.

The 3 main aims of first aid are:

- **Preserve life**
- **Prevent worsening**
- **Promote recovery**

First aid will provide you with life-changing skills that cannot be taken away and will provide you with the confidence to act when it really matters in difficult and challenging circumstances. You will become equipped to identify risk and become much more aware of the necessity for personal safety. You do not need to have any prior knowledge, just the willingness to learn new skills and the want to preserve life. You must attend every session and be able to complete a short practical assessment upon completion of the course to gain certification and become registered as a first aider.





## Young Enterprise

Young Enterprise is a national charity that specialises in Enterprise Education and Financial Education. Young Enterprise works directly with young people in schools to build a successful and sustainable future for all young people. Through a range of practical and engaging employability, enterprise and financial education programmes young enterprise aim to reduce youth unemployment and support young people to thrive economically within society.

So, if you are interested in starting your own business, entrepreneurship or being self-employed, young enterprise is the enrichment activity for you. You can gain the business experience you need whilst studying still in the Sixth Form. To find out more information about young enterprise visit the website below [www.young-enterprise.org.uk/](http://www.young-enterprise.org.uk/)

## Healthy Active Lifestyles

Regular physical activity is one of the most important things you can do for your health. Being physically active can improve your brain health, help manage weight, reduce the risk of disease, strengthen bones and muscles and improve your ability to do everyday activities. As part of our commitment to healthy active lifestyles, we will be offering a comprehensive sports enrichment programme for all Sixth Form students. During this time, we will be able to offer a variety of sports and activities.

Activities on offer will include:

- **Football**
- **Basketball**
- **Badminton**
- **Table Tennis**
- **Circuit training/weight training**
- **Yoga**
- **Boxercise**

To participate, all students must bring full sports kit. The PE department will not be able to loan kit to Sixth Form students. As a young adult learner, it is important that you are adequately prepared and bring the correct equipment for all your academic studies and enrichment activities.



## Student Mentoring

Within the Sixth Form, we are passionate about providing students with the opportunity to support within the lower school and give back to their school community. Both university admissions officers and future employers are advocates for those who have actively engaged in peer mentoring. Peer mentoring is an excellent way to have a real impact on the culture of the entire school. As a peer mentor, you will develop a number of vital transferable skills. Students who become peer mentors will develop leadership, communication, active listening, cultural awareness, empathy and problem-solving skills.

Peer mentoring involves pairing a student from the lower school with a Sixth Form student who acts as a positive role model. The Sixth Form mentor will work closely with students in and out of lessons to build confidence and relationships, develop resilience and character and raise aspirations. All peer mentors will receive appropriate training prior to any mentoring and are encouraged to support students beyond the enrichment programme. Any additional mentoring sessions must be prior arranged with your Head of Year. To find out more about peer mentoring, use the link below

[www.annafreud.org/schools-and-colleges/peer-support/](http://www.annafreud.org/schools-and-colleges/peer-support/)





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