

September 2017 Option Choices

Name:			Form:
Option choices – Please note a Single = 1 A Level equivalent and Double = 2 A Level equivalent. Students opting for a Double course will also need to select the Single course and allocate two blocks below.			
Block A:	Block B:	Block C:	Block D:
Applied Science Business BTEC Single Business Studies History Law Mathematics Music Technology Physical Education Physics Psychology Religious Studies Sociology	Business BTEC Single Biology Chemistry Economics English Language & Literature English Literature History Health & Social Care Double Law Media Studies Product Design Sociology	Art Business BTEC Double Business Studies Chemistry Computing Film Studies French Health & Social Care Single Government & Politics Physics Sociology Sport BTEC Double	Biology Classical Civilisation Further Mathematics Geography ICT Mathematics Photography Psychology Sport BTEC Single
		Core Maths	Core Maths
GCSE English and/or Maths Resit			GCSE English and/or Maths Resit
Please select your subjects from the blocks above, and write your choice in the appropriate boxes.			

Block A:	Block B:	Block C:	Block D:
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Most students will be encouraged to take 3 options unless they have an APS of 50+

Those students who need to resit English and/or Maths must only take 3.

Name:

Form:

Course Outline: Level 3 Cambridge Technical Certificate in Digital Media (compulsory)
GCSE Sociology (compulsory)

Select one of the courses below (please circle):

BTEC Level 1/2 Award in Travel & Tourism

or

Cambridge National Level 2 Certificate in Health & Social Care

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APS 47.5 (Purple)	Biology	Chemistry	Computing	Further Maths	Maths	Physics
APS 45 (Orange)	Economics	English Literature	French	Geography	History	Law
APS 42.5 (Green)	Physical Education	Psychology				
APS 40 (Blue)	Business Studies	Classical Civilisation	English Language & Literature	Government & Politics	Music Technology	
APS 40 (Blue)	Religious Studies	Sociology				
APS 40 (Blue)	Art	BTEC Level 3 in Business Single	BTEC Level 3 in Business Double	BTEC Level 3 in Sport Single	BTEC Level 3 in Sport Double	
APS 40 (Blue)	Cambridge Technicals in Health & Social Care Single	Cambridge Technicals in Health & Social Care Double	Cambridge Technicals in ICT	Film Studies		
APS 40 (Blue)	Media Studies	Photography	Product Design	Science		
APS 36 - 39 (Access to A Levels)	BTEC Health & Social Care Level 2	Sociology GCSE	BTEC Travel & Tourism Level 2	Digital Media Level 3 Cambridge Technical Certificate		

Important - Please note that in the event that there are insufficient numbers, a course may not run.

Most students will be encouraged to take 3 options, and those who need to resit English and/or Maths must only take 3.

Frequently Asked Questions about being a Sixth Former at St Neots Sixth Form Centre

Q: Where can I find information about St Neots Sixth Form online?

A: We have our own website which can be found at snsfc.org.uk and there is also a link to the website on the Longsands and Ernulf Academies websites. There are lots of links on the website, including a link to the Transition Materials for every course. You can also contact us by email at sixthform@snlp.org.uk. The website is frequently updated and our emails will be checked over the summer break.

Q: What if I change my mind about a subject on GCSE results day?

A: If you are a student at the SNLP Partnership Academies, Longsands and Ernulf, there will be a letter in your results envelope advising you about the status of your Sixth Form Application. Although there will be staff available on results day and the day after, no decisions about subject choices, including subject changes can be made until the **Signing- On Day** which is **Tuesday 5th September**. Remember also that course choice is dependent on your Average Point Score (APS) and that you have achieved the subject entry requirements. In this pack, you will find a copy of the APS Confidence Bands for September 2017. Further information about courses and entry requirements can be found on the St Neots sixth Form website.

Q: What is the procedure for absence in the Sixth Form?

A: At first the procedure when you are ill or have an unplanned absence is the same as Year 11: a parent needs to contact us either by phone on 01480 223373 or via our email address sixthform@snlp.org.uk on the day of absence. As we move through the first term of Year 12, having successfully completed our Step Up to the Sixth Form programme, you will be able to contact us about your absence rather than a parent.

If you know that you are going to be absent in advance, for example because you have a dentist appointment or you are going to a University Open Day, you need to complete, in advance, a St Neots Sixth Form Request for absence form (a copy is also in this pack). This must be completed by you and your teachers then a member of the Key Stage 5 team will decide whether the request will be authorised.

Throughout the Sixth Form we will monitor your attendance carefully, as good attendance is a key factor in success at this level.

Q: Can I wear what I want in the Sixth Form?

A: To a certain extent you can dress casually, but the Sixth Form will be your place of work so you should dress appropriately. To help you we have a Dress Code (a copy is included in this pack) which we expect you to follow. You will also be given an identity lanyard and, just like members of Staff, you will be expected to wear it at all times, as it identifies you as an official member of the SNLP Partnership. This is an important part of the Safeguarding policy to ensure the safety of all staff and students on site. Year 11 students are not asked to wear a lanyard as they are wearing a school uniform.

Q: Do I need to buy my own text books? What trips will there be for my courses?

As all courses from September 2017 will be linear i.e. all examined at the end of the two-Year course, most subjects recommend that you purchase your own texts and textbooks so that you can annotate them to help your examination preparation. Also, many departments organise trips, some are essential for the course and some are optional.

Included in this pack is a 'text book and trips' cost sheet. You will be advised at the beginning of the course which texts you need to purchase so there is no need to go out and buy anything now.

Financial support is available, such as the 16-19 Bursary, for students whose household income is £20,817 or below as well as those students who have been entitled to Free School Meals. More details about the Bursary are available from Mrs Emanuel. We will also be organising a Book Exchange, where it will be possible to buy second hand copies of some texts.

Q: As I will be studying three or four subjects what happens when I don't have a lesson?

It is really important not to get into the mindset that these are 'free periods'. Instead you need to think about independent study lessons. You will need to spend at least four hours per week, for each of your subjects, studying outside lessons so developing effective study habits will be essential. An important part of the 'Stepping Up to the Sixth Programme' at the beginning of Year 12 will be advising you about how to work independently and to manage your time effectively to achieve success. We will also explain, in more detail, our expectations about attendance and the use of our Vericool system to sign out during the school day.

Q: What is St Neots Sixth Form's advice about part-time work?

A: A part-time job can be a fantastic opportunity to learn new skills and experience a working environment but it can have an impact on your studies. Research suggests that working more than 8 - 10 hours per week can impact your A level and BTEC grades. Part-time work cannot be undertaken during the academic working day. When you join St Neots Sixth Form in September, we will give you more advice and guidance about this topic.

Q: If I pass my test, can I bring my car onto site?

A: Yes, but we will ask you to complete a Driver's Permit for the site and you will be expected to follow the safety expectations on site, otherwise your permit will be withdrawn. Driving lessons must not be booked during lesson times.

Q: Do the Sixth Form have access to lockers?

A: Yes. We have lockers in the Sixth Form Centre and in D block. To use a locker, we ask for a £5.00 deposit which will be refunded when you return the key.

A LEVEL & BTEC Resources Information

The grid below gives an indication of potential costs for each course. Many departments will offer text books for a refundable deposit.
Please wait until your courses are confirmed before purchasing any text books.

SUBJECT	BOOKS	COST	TRIPS	COST	OPTIONAL
A2AL Travel & Tourism or Health & Social Care	Textbook	£22.00	Thorpe Park (Create a marketing campaign)	£35.00	
APPLIED SCIENCE	tbc				
BIOLOGY	AQA Student Book Photocopied resource pack	£30.00 each year £8.00	Grassland Ecology fieldwork	£30.00	
BUSINESS A LEVEL	AQA Textbook	£20.00 (refundable deposit)	Jaguar Land Rover	£35.00	Year 13 Trip to Cyprus £600
BUSINESS VOCATIONAL (BTEC)	BTEC National Business Workbook	£10.99	Thorpe Park (Create a marketing campaign) Bank of England visit	£35.00 £35.00	Year 13 Trip to Cyprus £600
CHEMISTRY	Textbook	£20.00 via Resources			
CLASSICAL CIVILISATION	5 Set Texts for Annotation	Max total £40.00	Year 13 British Museum	£20.00	Rome/Greece Trip £650.00 Theatre performances of relevant texts
COMPUTING	Textbook	£20.00 (refundable deposit)			
CORE MATHS	Core Maths Textbook	£20.00			Classwiz Calculator (fx-991-EX)
ECONOMICS	AQA Textbook	£20.00 (refundable deposit)	Bank of England and Stock Exchange in London	£35.00	Year 13 Trip to Cyprus £600
ENGLISH LANGUAGE AND LITERATURE	Novel Set Texts For Annotation	Max total £37.00			Theatre Trips of relevant texts for two year course
ENGLISH LITERATURE	Maximum Of Four Set Texts For Annotation	Max total £30.00	Theatre Trips to relevant productions	£15.00 ticket plus transport	
FRENCH	Textbook La Haine Support Book Year 13 Novel	£27.00 £8.00 £7.00			
GEOGRAPHY	OCR Textbook	£26.00 via resources	Four days field trips compulsory: 1. One day trip to Wisbech 2. Three day residential Cranedale field Centre Yorkshire	£15.00 £250.00 (approx.)	

A LEVEL & BTEC Resources Information

The grid below gives an indication of potential costs for each course. Many departments will offer text books for a refundable deposit.
Please wait until your courses are confirmed before purchasing any text books.

SUBJECT	BOOKS	COST	TRIPS	COST	OPTIONAL
GOVERNMENT AND POLITICS	Textbook	£30.00			USA trip £1500 Houses of Parliament visit £30.00
HEALTH AND SOCIAL CARE	Cambridge Level 3 Textbook	£25.00			
HISTORY	Two Core Text Books Year 13 Revision Book	£50 (refundable) £20.00			USA trip £1500 Trips to conferences £30.00
ICT	tbc				
LAW	AQA Textbook	£25.00	Visit to Law courts	TBC	
MATHS FURTHER MATHS	Textbook	£20.00 (refundable deposit) for each course			Classwiz Calculator (fx-991-EX)
MEDIA		N/A		N/A	
MUSIC TECHNOLOGY	Textbook (awaiting publication)	£30.00	Trip to Music Tech Expo	£15.00	
PE A LEVEL	OCR Textbook	£20.00			Practical polo shirt £15.00
PSYCHOLOGY	Year 1 Textbook Year 2 Textbook	£25.00 £30.00			
PHYSICS	Combined Year1 and Year 2 Textbook	£42.00			Trip to Switzerland to visit CERN - £500-£700 Revision guides & Maths workbook
PRODUCT DESIGN	OCR Textbook	£25.00			Coursework materials as required
RELIGIOUS STUDIES	OCR Textbook	£26.99	Cambridge Course conference Visit to Wesley Methodist Church	£21.00	
SOCIOLOGY	AQA Textbook	£25.00 each year			
SPORT BTEC	tbc				
VISUAL ARTS	Equipment Provided By Department	£10.00 contribution towards costs	PHOTOGRAPHY Trip to London GRAPHICS/FINE ART/ PHOTOGRAPHY New Designers Gallery visit	£32.50 £35.50	

Please complete this form for planned absences. (See the Sixth Form Handbook for absence protocols. Return this form, completed on both sides at least two days before the requested absence date(s), to Mrs Emanuel, the Key Stage 5 Support Officer. On receipt of this form you will receive an email.

First name:.....

Surname:.....

Tutor group:.....

Tel (home).....Mobile.....

Absence from (date): To (date):.....

Reason for absence request (Please state reason specifically): *Evidence may be requested to support your Absence Request. Please note that all holiday needs to be booked in advance but is given a G code on the register, meaning it is a known absence but it is not authorised.*

Details of Authorised and Unauthorised absences can be found in the Sixth Form Handbook

Student signature..... Date:.....

Key Stage 5 support team decision for attendance register:

Authorised: Code:

Unauthorised: Code:

Comment (if appropriate):

Signature: (Key Stage 5) Date.....

To the student:

You must obtain the signature of all staff who will be affected by the requested absence.

To Staff:

Please initial/sign in the appropriate column to show that you are aware of the request for absence. You or the student should record details of the work to be completed as a result of the absence. If you feel the absence requested will have a detrimental effect on the student's progress, please also comment below.

SUBJECT	DETAILS OF WORK TO BE COMPLETED AND TEACHER COMMENTS	STAFF SIGNATURE
FORM TUTOR SIGNATURE:		

Student: Please return this form to Key Stage 5 – either direct to Mrs Emanuel or in the Key Stage 5 Pigeon Hole in Admin.

Dress Code for Sixth Form Students

Identity lanyard

You will be issued with a personalised identity lanyard at the beginning of Year 12. As part of the SNLP Safeguarding Policy, all Sixth Form students must wear their lanyard whilst on site. If you forget your lanyard you can collect a temporary one from either Mrs Emanuel or Mrs Walton. There is a replacement cost for lost lanyards.

Dress Code

Whilst it is recognised that students opt to return into the Sixth Form of their own choice, it is also vital that everyone agrees to adhere to some simple codes of conduct and dress that are developed in the broadest interests of students and staff.

The Academy would like to remind students in the Sixth Form on the need to dress in smart casual clothes. Dress should be neat, tidy and comfortable as befits the workplace as if for an office or business environment. You are working in a learning environment and your choice of clothes must reflect this.

The following are **not** permitted:

- torn jeans;
- revealing tee shirts and/or tops;
- hot pants and shorts (knee length shorts are permitted)
- mini skirts;
- tee shirts or other shirts with inappropriate logos (swear words).
- hats (such as baseball caps) and gloves inside the Academy buildings
- flip flops
- Leggings (unless worn with a tunic type top)

If a student's dress is seen/viewed as being inappropriate, he/she may be asked to go home and change.

Body and Facial Piercing

Facial piercing is potentially dangerous, particularly when taking part in sporting and/or other practical activities. Additionally visible piercings of any kind are distracting to other students and members of staff. As such, the Academy requests that they should not be visible in College. If a student has a facial/body piercing on show, he/she will be asked to remove it (if participating in physical/practical activities) or replace it with a clear plastic alternative in all other cases.

Application for Students to park on site

Student Name: _____ Form _____

MOTOR VEHICLE			
Registration number		Make	
Model		Colour	
OTHER DETAILS ABOUT THE VEHICLE			
TERMS			
<p>I confirm that the above vehicle is up to date with both MOT and insurance.</p> <p>I also understand that permission to park my vehicle on site may be withdrawn if my driving does not meet safety expectations which includes the following:</p> <ol style="list-style-type: none"> 1) Parking in approved bays only. 2) Adhering to the 10mph speed limit at all times on site. 3) Showing due care and attention to pedestrians on site. <p>I agree to display the Sixth Form parking permit in my car at all times whilst I am parked on site.</p>			

Signature _____ Date _____