

YEARS 12 & 13

Student Information Booklet

2020/21 Academic Year



Tytherington
SIXTH FORM

WELCOME BACK to TYTHERINGTON

“We have been looking forward to and are very excited to welcome you back to school. There is no doubt that education has had to adapt and has changed dramatically following school closures on 23rd March.

The introduction to and changing face of online and virtual learning has been a learning curve for us all and we want to take this opportunity to thank you for the patience, resilience and hard work you have demonstrated during this time.

Although there have been many success stories and much to celebrate since 23rd March, this time has also highlighted the value of face to face teaching time and the importance of the structure and routine that attending school provides.

I expect many of you have been looking forward to the return to school, however, I also appreciate that some may be somewhat anxious about what the “new normal” might look like. There is no doubt that the first few days and possibly weeks will be a challenge for some, however, we can assure you that no stone has been left unturned in ensuring the safety and welfare of students, staff and the wider school community in preparing for the return to school.”

Mr Botwe
HEADTEACHER

Mrs Brennan
HEAD OF SIXTH FORM



“Welcome to Year 12 who are joining the Tytherington Sixth Form community. Many are new to the school but all are new to the Sixth Form. I know staff and pupils will make you feel welcome and will be ready to help and support you through the next two years.

It will be especially poignant to welcome Year 13 back this year. We started your Sixth Form journey together last September before your first year in the Sixth Form was interrupted by a global pandemic! I do hope you feel that although you were not physically with us every day, you felt supported by your teachers and supported to keep your studies progressing.

I wish you every success with the journey ahead and to reassure you that your teachers, Ms Fellows, Mr Fitzsimmons, Mrs McPike and I are here to help and support you every step of the way.”

Mrs Brennan

Year 12:

HEAD OF YEAR:
Mr Fitzsimmons
ASSEMBLY DAY:
Monday Week 1

Form	Member(s) of Staff	Tutor Room	House
12BK	Mrs Burke	J10	Ash
12LW	Mrs Wallis	S6	Ash
12CJ/HO	Mr Jones & Mrs Hofton	S12	Elm
12CO	Mr Coppock	SF3	Elm
12JD	Miss Davies	J8	Oak

Year 13:

HEAD OF YEAR:
Ms Fellows
ASSEMBLY DAY:
Monday Week 2

Form	Member(s) of Staff	Tutor Room	House
13DC	Mr Collins	M4	Ash
13KC/BL	Mrs Cooper & Mrs Beardsell	L9	Elm
13LC	Mrs Cook	L12	Elm
13MO	Mrs Ogilvie	M2	Oak
13KR	Miss Rees	J3	Oak

The Importance of Attending School:

There is no doubt that as a figure 90% is high. Let’s face it, as students, parents and teachers we would be delighted if we achieved 90% in an assessment. However, I wanted to take this opportunity to share with you the surprising and somewhat harsh reality of attending school only 90% of the time.

- An average attendance of 90% will mean missing half a day of schooling per week.
- That equates to missing four weeks of learning each academic year.
- Over the course of five years that’s half an academic year.

It is impossible ignore the direct link between attendance and attainment and with so much face to face teaching time having been lost since school closures, regular attendance at school may have never been as important.

The expectation is that you attend school a **minimum of 96% of the time.**



The revised SCHOOL DAY

Timings of the Day:

Mondays, Tuesdays, Wednesdays & Fridays			
Start	Finish	Time	Scheduled Activity
08:35	08:45	0:10	In Tutor Rooms
08:45	09:05	0:20	Form Time
09:05	10:05	1:00	Period 1
10:05	11:05	1:00	Period 2
11:05	11:25	0:20	Break Time
11:25	12:25	1:00	Period 3
12:25	13:25	1:00	Period 4
13:25	14:00	0:35	Lunch Time
14:00	15:00	1:00	Period 5

Thursdays Only			
Start	Finish	Time	Scheduled Activity
08:35	08:45	0:10	In Tutor Rooms
08:45	09:05	0:20	Form Time
09:05	10:05	1:00	Period 1
10:05	11:05	1:00	Period 2
11:05	11:30	0:25	Break Time
11:30	12:30	1:00	Period 3
12:30	13:00	0:30	Lunch Time
13:00	14:00	1:00	Period 4

Before School:

To reduce congestion around site we are asking all students who arrive to school **from 8:35 onwards** to make their way immediately to their designated tutor room.

If you arrive to school **before 8:35** you are expected to make your way immediately to one of the two Sixth Form study rooms.

At 8:35 students will be excused by year group and will make their way immediately to their designated tutor room.

Students Arriving on Buses:

Face coverings or masks **must be worn** if travelling on a school bus or public transport.

You will be expected to **sanitise your hands** before entering the school building (provided by the bus company on disembarkation) before entering the school site via the T6 entrance.



Breaktime:

Each year group has been allocated an outdoor space in which students are to remain for the duration of breaktime. If necessary, the use of extreme weather venues will be used. We encourage you to bring an appropriate coat/warm clothing.

Breaktime Venues:

Year Group	Venue	Toilets
7	Tennis Courts & Seating	Sports Hall
8	Hard Stand	Main Toilets
9	Astroturf (Far side)	Sixth Form
10	Astroturf (Near side)	Main Toilets
11	Geography/Jubilee Quad	Sixth Form
Sixth Form	iCafe & Sixth Form study rooms plus seating area between T&G blocks	Sixth Form

Lunchtime:

Lunchtime has been shortened from 40 to 35 minutes (30 minutes on a Thursday). Each year group has been allocated an indoor space (see below) in which students are to remain for the duration of lunchtime. There will be designated areas for each tutor group. Pre-ordered lunches can be collected from these venues.

Lunchtime and Extreme Weather Venues:

Year Group	Venue	Toilets
7	Sports Hall	Sports Hall
8	Assembly Hall	Main Toilets
9	Gym	Refectory
10	Refectory (front)	Main Toilets
11	Refectory (rear)	Refectory
Sixth Form	iCafe & Sixth Form study rooms plus seating area between T&G blocks	Sixth Form

FOOD PROVISION:

You can pre order lunches via the Fusion Mobile App. Pre ordered lunches will be delivered to and distributed by Innovate catering staff to the iCafe.

Use of Toilets During Lunchtime:

Sixth Form students should **only** use the toilets in the Sixth Form block during lunchtimes.

Staggered End to the School Day:

In order to reduce congestion, the end of the school day will be staggered. Students leaving designated blocks and areas of the school site will only be permitted to utilise the following exits.

Your lesson five teacher will remind you of the correct exit to use at the end of each day.

Duty staff will be in place to assist you if they are unsure of which exit to use.

Buses:

If getting a bus, please make your way directly to the **Main Hall**.

You will be supervised in year group bubbles before being sent to the buses by year group (Years 7-13).



Manchester Road Exit	
14:55 (13:55 Thursday)	15:00 (14:00 Thursday)
G Block	T Block
LR Block	L Block
M Block	SF Block

Middlewood Way Exit	
14:55 (13:55 Thursday)	15:00 (14:00 Thursday)
J Block	Art Rooms
PA Rooms	S1-12 Rooms
	PE Dept

Movement AROUND THE SITE

One-way System:

Please see below the one-way system that must always be strictly followed by all members of the school community. In addition, all students and staff are expected to:

- Not obstruct any corridor or walkway or have unnecessary contact with others.
- Use outside routes where possible.

Any student in breach of these rules will be issued with a same day lunchtime detention and the incident logged on SIMs under: **“Inappropriate behaviour between lessons”**.

Symbol	Indicates
	No entry/access
	Up staircase
	Down staircase
	Direction of travel within system



The wearing of FACE COVERINGS

Students are required to wear face coverings during the following times:

- If travelling to school via a school bus or public transport.
- In corridors during lessons changeover.
- On the way to and from lunch areas.
- Queueing for and using toilets.
- In general, during any occasion when contact with another year group takes place.



To ensure students can continue to communicate effectively, face coverings are not encouraged to be worn by students **in classrooms** or **in assembly**.

Students are not required to wear any particular branding, logo or colour on their masks, however, masks or face coverings which feature any politicised slogans or signs which could be deemed offensive are not permitted.

The use of MOBILE PHONES

MOBILE PHONES, MOBILE DEVICES AND WEARABLE TECHNOLOGY:

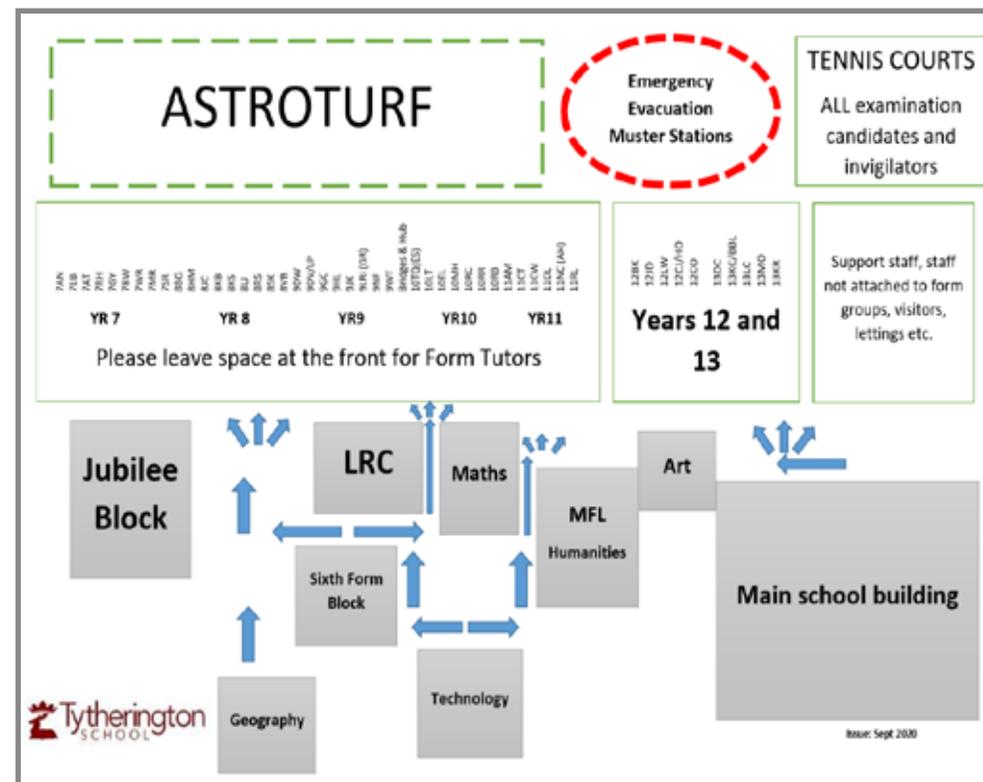
Mobile phones and mobile devices (including headphones) should be turned off and remain out of sight from 8:45 to the end of the school day when not in designated Sixth Form only areas.

- Mobile phones may still be used at a teacher's request in the classroom for **educational purposes only**.
- Mobile phones should not be used in LRC and SF block study rooms during study periods.
- Staff may confiscate phones being used around the site in non-designated Sixth Form areas.



FIRE DRILL expectations

- On the sounding of the fire bell (when in a lesson) students should remain calm and await instruction from their classroom teacher.
- Using the specified exits, students should make their way, in silence, to the fire assembly point.
- Students should make their way directly to the fire assembly point should the fire bell sound outside of lesson time.
- On arrival at the fire assembly point, students are expected to line up (in silence) in alphabetical order within their tutor groups.
- Form tutors will collect registers from the Pastoral Office staff. Once completed registers must be returned immediately.
- Students are expected to remain in silence until excused and back in their classroom.



CLASSROOM expectations

Our 3 basic classroom rules are:

- **Be Ambitious**
- **Be Respectful**
- **Be Prepared**

We will talk with you about what this means in assemblies and tutor time.

It is very important that our time in the classroom is used effectively to catch up on any lost learning and to allow teachers to quickly work out if there are any gaps in your learning that we need to support you with.

It is also important to face your teacher at the front of the room, where seating allows, and not to turn around during lessons to reduce any potential infection spread.

**“FOR SUCCESS,
ATTITUDE IS EQUALLY AS
IMPORTANT AS ABILITY”**
WALTER SCOTT

What does it mean to **Be Ambitious?**

- **Work Hard**
- Complete every piece of work with our best effort
- Be brave enough to try difficult tasks
- Know making mistakes is a way to learn
- **Present work well**
- Think carefully about the words we use to express ourselves



**“FOR SUCCESS,
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WALTER SCOTT

What does it mean to **Be Respectful?**

- **One Voice**
- Follow instructions first time
- Allow others to complete work
- Independent work is silent work
- Listen to others' points of view



**“FOR SUCCESS,
ATTITUDE IS EQUALLY AS
IMPORTANT AS ABILITY”**
WALTER SCOTT

What does it mean to **Be Prepared?**

- **Be fully equipped**
- **Be punctual**
- Complete all homework on time
- Catch up quickly if work is missed through absence



Other Important Information:



Please ensure that you have with you each day sufficient pens, pencils, paper and subject specific equipment.

You will need at least one ring binder for day to day use, with a number of lever arch files with dividers for your individual subjects which are usually kept at home to transfer work to when required. Please discuss requirements with your subject teachers.

Some students prefer to work electronically and frequently bring their laptop or tablet to school. Students wishing to bring their own device will be asked to sign a copy of our 'Bring Your Own Device' to school policy.

- Sixth Form students will be required to attend school from **8.45** each day, starting with tutor time. PSHE, careers and post 18 progression will be the theme of these tutor sessions.
- Sixth Form students will be required to remain on site until the end of period 4/ lunchtime, unless they have afternoon lessons. There may be period 6 lessons in some subjects.
- Sixth Form supervised study areas have been set up to support students to 'maximise their working day'.
- We advise that part time employment should not exceed 9 hours per week and should not be arranged during school hours.
- Students will no longer be able to leave the site before lunchtime for driving lessons as we need to minimise the movement of students in and out of school during the day. We also ask that medical appointments are made outside of lesson time.
- Sixth Form students will have access to free WiFi and will be issued with an Office 365 account which can be operated on up to 5 devices. Firefly is the online platform used for setting independent study tasks.
- Sixth Form students have access to the i-Cafe to purchase food and drinks during the day. In current conditions we ask that payment is made contactless. There will be an app, linked to ParentPay, for which food pre-orders can be made up to midnight before. There will be an on the day selection process available as well for Sixth Form students.
- Sixth Form students will be issued with a photo ID lanyard which they are required to wear to school each day.
- Sixth Form students are required to follow a **smart workwear dress code**. Please see overleaf for more details.

DRESS CODE: SMART WORK WEAR



BOYS' DRESS CODE:

- ❑ Tailored trousers of a single colour. (Chinos are acceptable with no external leg pockets).
- ❑ Smart leather or leather look shoes or sandals.
- ❑ Tailored shorts in hot weather. (Must be no more than 5 cm above the knee.)
- ❑ Shirt or polo acshirt with a collar of any single colour, striped or checked.
- ❑ A tie of own choosing is optional.
- ❑ A smart jumper or cardigan.
- ❑ A jacket is permissible if tailored and/or smart.
- ❑ A formal suit of any colour is optional.

(Discreet logos on shirts and tops should be no more than 3 centimetres wide. Slogans are not acceptable.)

STUDENTS MUST NOT WEAR:

- ❑ Skinny fit trousers and skirts
- ❑ Leggings/jeggings and treggings
- ❑ Denim of any colour
- ❑ T-shirts
- ❑ Leather jackets
- ❑ Cropped trousers
- ❑ Hooded tops including school hoodies
- ❑ Sweatshirts
- ❑ Sportswear (unless PE kit)
- ❑ Tops that show a bare midriff or shoulders or are low cut
- ❑ Trainers, canvas shoes, Coverse/Vans or similar
- ❑ UGG boots or similar
- ❑ Caps or hats
- ❑ Flip flops
- ❑ Beachwear
- ❑ Mini skirts/dresses and/or Lycra tube skirts/tube dresses/pinafores.

GIRLS' DRESS CODE:

- ❑ Tailored (suit style) skirt or dress any single colour, striped, checked or patterned. (Must be no more than 5 cm above the knee.)
- ❑ Tailored trousers of a single colour.
- ❑ Tailored shorts in hot weather (Must be no more than 5cm above the knee.)
- ❑ Smart leather or leather look shoes or sandals.
- ❑ Shirt, blouse, smart top or polo shirt of any single colour, striped, checked or patterned.
- ❑ A smart jumper or cardigan.
- ❑ A jacket is permissible if tailored and/or smart.
- ❑ A formal suit of any colour is optional.

(Discreet logos on shirts and tops should be no more than 3 centimetres wide. Slogans are not acceptable.)

PE STUDENTS:

Students should dress according to the dress code above and change into their PE kits for practical lessons.

- ❑ Black tracksuit bottoms/shorts & white sports polo.



Discreet earrings are allowed, but nose, eyebrow and other visible body piercings are not acceptable at school. Tattoos should not be visible. Hair colouring should be of a natural colour.