



St Augustine's Priory Sixth Form

## Sixth Form Handbook

### Our Sixth Form

Priory 6 is an inclusive Catholic girls' Sixth Form. At St Augustine's Priory we are committed to preparing girls for life long effectiveness and success. As part of their journey, girls will learn of intellectual risk-taking and emotional strength, reflection and self-knowledge, persuasiveness and team building as well as a cultural curiosity for an enriched enjoyment of life.

### At Priory 6, you will:

1. Have high expectations of yourself
2. Use your voice powerfully
3. Be challenged and encouraged
4. Receive individualised care
5. Be inspired and creative
6. Learn to live courageously

***"Grit is sticking with your future day in, day out and not just for the week, not just for the month, but for years." Angela Lee Duckworth***

**Our Priory 6 tutors and teachers represent every area of the curriculum. They are all experts in helping you to enjoy rising to the challenges of Sixth Form study.**

### Priory 6 Team

Director of Sixth Form: **Ms F Hagerty**

Director of UCAS: **Mr P Murphy**

Form tutors:

- **Mrs McDermott (Head of Religious Studies)**
- **Ms Eng (Head of Art)**
- **Mrs Eaton (Head of English)**
- **Mrs Griffiths (Teacher of Classics)**
- **Miss Burrell (Head of Biology)**
- **Miss Trybuchowska (Head of History) - Co-tutor with particular responsibility for ensuring academic stretch.**

***“We seek to inspire our girls so that they see the rewards of intellectual curiosity and discovery”***

**We have designed a structured day which incorporates every element you will need for academic success.**

### School Day

**08.30** Girls expected in school

**08.40** Registration

**08.55** Lesson 1

**09.50** Lesson 2

**10.40** Break

**11.00** Lesson 3

**11.50** Lesson 4

**12.45** Lunch

**13.45** Registration

**13.55** Lesson 5

**14.50** Lesson 6

**15.40** Lesson 7/Co-curricular (Wednesdays) or Study time

**16.30** End of school day

***“We treasure intellect, quality of thought, and we know how girls learn best.”***

**You must learn to be an independent learner and we will help you to do this.**

### Target Setting and Tracking of Progress

Throughout the academic year, you and your parents will receive monthly snapshots of your progress. Reports will take on the form of Target Setting Reports as well as one Detailed Progress Report in the Lent term. We invite your parents to contact your form tutor if they have any concerns. Regular and transparent communication is vital in maintaining high standards. Priory 6 reports will provide an outline of the following data:

Minimum Grade	A grade generated by CAT data which states the minimum level at which a student should be working.
Working Grade	The student’s current level of achievement in relation to A Level grade boundaries.
Target Grade	The grade the student should now be working towards at this point of the course ( <b>not a predicted grade</b> ). This may be revised down or up as performance dictates.

We will expect you to:

- Utilise the resources available in our remodelled scriptorium. The scriptorium will be supervised by our newly appointed librarian.
- Use to the full our Questia Online Library for wider reading and extension work. Usage will be monitored by Form Tutors.
- Make the most of the rich intellectual offerings available in London such as seminars, lectures or performances.
- You should expect to be studying for at least 2-3 hours each night. You will be tested regularly and there will be formal summer exams at the end of Lower VI and mocks in Upper VI.

***“We value academic excellence and see it as preparation for life-long learning.”***

**At Priory 6, you will learn how to learn, and an important part of this is being responsible for managing your time effectively.**

### Attendance and Punctuality

We closely monitor attendance and punctuality. At Priory 6 we know it is a vital part of achieving potential. The school day will start at 8.40am and finish at 4.30pm apart from on Fridays when we finish at 3.40pm. Students who have a timetabled lesson 7 on a Friday will be allocated an alternative day when they can leave school at 3.40pm.

Please ensure that you leave the house on time and are in school at 8.30am ready to start the day. Two late arrivals in one week will lead to an automatic detention.

I also ask you to consider carefully whether you should or shouldn't be in school if unwell. At this stage in your education, you cannot afford to take sick days unless absolutely necessary. Please note that extended absence will require a letter requesting this addressed to the Headteacher Mrs Raffray.

At Priory 6, you may leave the school at lunchtime only but are required to sign in and out at reception. You must arrive promptly back at school in good time for afternoon registration.

***“When girls leave school they are rooted in values which make them effective in their personal and professional lives.”***

**At Priory 6 we are preparing you for the workplace. You are a role model for the girls in the lower years and we expect you to be in correct school uniform at all times.**

### Uniform

Here is a summary of Priory 6 uniform regulations:

- Uniform skirt no shorter than just above the knee.
- White blouse or shirt (long sleeved t-shirts are not permitted).

- Uniform cardigan (hooded tops are not permitted)
- Black leather low heeled shoes (not canvas).
- Suit jackets must be worn to and from school, during Mass, assembly and school events such as the Carol Service.
- Simple jewellery and light make-up are permitted.

Uniform worn incorrectly will result in warnings and if necessary, you will be sent home to change. For more details of uniform regulations, please refer to uniform information on our website.

You have a Sixth Form privilege of being permitted to “dress down” on Fridays. While we wish for you to enjoy this privilege we trust that you will wear clothing that is appropriate for the school environment (no tops exposing midriffs or very short skirts for example).

### ***“Reflection and self-knowledge”***

**We want to promote the value of relationships and highlight the importance of using voice to communicate rather than an online persona.**

#### **Mobile Phones**

You are permitted to use your mobile phone during lunchtime between 12.45pm and 1.45pm in the Common Room area, but you are not permitted to use your phone at any other time during the school day. In promoting the value of face to face relationships, we are reflecting the sentiment powerfully put across by Dr Aric Sigman in his presentations on Screen Time to girls, staff and parents earlier this year. We also observe that you benefit from an increased ability to focus on your studies without your mobile phones as a constant distraction.

### ***“Lifelong effectiveness and success”***

#### **Careers**

The Priory 6 Careers Programme gives you extensive opportunities to organise work experience through exposure to professionals from a variety of industries through the following:

- Careers sessions integrated into PSHE.
- Regular lunchtime speakers throughout the academic year
- Careers Evening on Thursday 2nd March 2017
- Careers related targets for girls managed by tutors

### ***“Cultural curiosity for an enriched enjoyment of life”***

#### **Co-curricular Programme**

Girls are all expected to take part in our dedicated Priory 6 programme of co-curricular opportunities from which you will choose two options per term. These include the following:

- Priory 6 Media (TV station, radio station and website)

- Priory Purpose (Charity fundraising projects)
- Priory 6 Debating
- Young Enterprise
- Priory Players
- Gym sessions
- Stretch and Challenge in various subjects
- Duke of Edinburgh Award
- Life Drawing

***“The question isn’t who’s going to let me; it’s who is going to stop me.”– Ayn Rand***

## Frequently Asked Questions (FAQ)

### 1. What happens if I want to change one of my options?

Most students are happy with their choice of A Level courses but some realise that they may have made the wrong decision. The process to change course is not one that should be taken lightly and should only be made after consultation between you, your parents, Heads of both departments, your tutor and the Director of Sixth Form. The cut off deadline for such a course change is the *beginning* of the October half-term (allowing the time for you to catch up on the new course).

### 2. Will I get a locker?

You will be allocated a locker in the locker room in the Common room which you will then use for the remainder of your Lower and Upper VI years at the school. Please note that if you lose your key you will have to pay for a replacement.

### 3. Can I drive to school and park onsite?

It is a privilege to be able to drive to school. You must gain permission from The Bursar if you wish to use the school car park. NB While the building work is taking place, the temporary staff car park is out of bounds for Sixth Formers.

Sixth Formers are not permitted to drive other members of the school to and from school organised events unless the organising teacher has received advance written permission from the parents of both the driver and the passenger(s).

### 4. What shall I do if I need to speak to someone?

At Priory 6, we hope that you will have a very happy and fulfilling time. However, there may be times when you need support. All of your Form Tutors have experience in dealing with a wide range of personal and sensitive issues and will be able to offer some form of guidance. We also have a School Counsellor who is available for drop in or scheduled sessions.

Here are some numbers which could also be of help:

Childline	0800 11 11
Ealing Samaritans	020 8560 2345 (local call charges apply) 116 123 (this number is free to call)
Beat (Eating Disorders Youth line)	0345 634 7650