



**Year 12**

# **Parents' Information Booklet 2020-2021**

Version 1 - 09.10.10

## **Headteacher - Miss Rebecca Collins**



It is my pleasure to introduce our Year 12 Information Booklet. The purpose of this is to answer some of the questions you may have about Sixth Form here at St Cenydd - questions about courses, pastoral care, guidance, expectations etc.

You have chosen to send your child to a sixth form in a school. The sixth form experience here at St Cenydd is very special - both in terms of the standard of qualifications that our students traditionally achieve and in terms of the excellent quality of care, support and guidance they receive.

We are ambitious for your children, we want to support you and them as they consider which university and career path they would like to pursue, and we will do all that we can to ensure that they achieve those aspirations.

We have been delighted with the results of our Year 11 and Year 13 students over the past six years. We were delighted that, yet again in 2020, so many of them achieved outstanding results and are now starting their next steps at some of the top universities in the country.

One of my key pieces of advice for all sixth form students is not to simply aim to keep up with their studies – it is to ‘stay ahead’ as much as they can. The volume of work at KS5 can seem a little overwhelming at times – by making the most of all of the time they have within school they can stay ahead and avoid some of these pitfalls.

This is a very exciting time for our sixth formers. At the beginning of Year 12, they are likely to be already feeling the significant difference in challenge between GCSE and A level. This is a time for resilience, a time for self-belief and confidence, not looking for the easy way out. Many of us can relate to those slightly overwhelming feelings - I was the first in my family to do A levels, the first to attend university - it is fantastic to be the trailblazer in the family but also a little daunting as you may not have a role model who went before you to show you the way. On the other hand, your child may be thoroughly enjoying these new challenges, taking it all in their stride and relishing these new opportunities. Whatever situation your child is in, please know that we are here to support, there is little that will shock us, and that we have successfully supported hundreds of students through the A level journey over the years.

I hope that you find this information booklet useful and we very much hope to be able to welcome you to the school later in this academic year.

## **Assistant Headteacher (KS4/5) - Mr Andy Harrison**



Welcome to the KS4 Information Booklet. I am the Assistant Headteacher who oversees Key Stage 4 and Key St age 5 and I am also the safeguarding lead for the school, supported by the deputy safeguarding lead, Mr Lee Dickinson.

My role is to ensure that your child has the best opportunity to thrive academically, whilst supporting their social and emotional wellbeing. This involves leading and working alongside their Head of Year, Heads of Department and subject teachers to enable all pupils to aspire and achieve their potential.

Academic performance will be monitored closely, with early intervention and support being provided where necessary to ensure that your child has the opportunity to thrive in their subject areas.

We at St Cenydd pride ourselves on the support network that is available to the pupils, whether that be through targeted intervention through our Learning Coach, Cath Allaway, or some of our external providers, such as the school nurse, external school counselor, or our targeted mentoring programme.

We will ensure that your child is well supported and cared for. If you have any questions or concerns please do not hesitate to contact either myself or Mr Jones.

This has been a challenging year for everyone and I am happy that pupils have been able to return to school to continue their studies following the period of lockdown. The school has spent a significant amount of time and effort to ensure that we can operate as safely as possible, following closely government guidelines. I have attached a link for your perusal to our [Covid procedures](#) to ensure our continued safe operation at this time.

In summary we will do our utmost to ensure that your child is safe, happy and has everything in place to allow them to aspire to achieve their potential.

## **Head of Year KS5 - Mr Alex Jones**



As Head of Year 12 and 13 my role is to support your child's social and emotional wellbeing whilst monitoring their academic progress to ensure that they have an enjoyable, rewarding and successful time in St Cenydd 6th form.

School life in the 6th form is very different to lower school. 6th form pupils are the role models of the school, they have greater freedom and more responsibility for their own learning. It is advised that for each subject your child should be completing 4 hours of independent study per week. With pupils off site during non-contact hours at present it is important that they build a good routine of working from home.

Academic performance is regularly tested by individual subject teachers and your child's overall progress is closely monitored by myself. Where pupils are not making the expected progress you will be informed and an action plan drawn up.

One of the key features of a successful 6th form student is excellent attendance. We expect all pupils to achieve at least 95% attendance. An attendance of 90% is equivalent to missing half a day of school each week. Attendance is closely monitored by myself and Mrs Gail Davies (6th form admin). If your child is absent from school, they must inform Mrs Davies by email before 8:30am on each day they are absent. For a period of absence of over 3 days, a note from yourself will be required. When leaving the school site all pupils must sign out with Mrs Davies.

In current circumstances we are encouraging pupils to make contact with their subject staff, Mrs Davies and myself by email in the first instance. Due to teaching commitments staff may not be able to respond immediately but will endeavour to reply as soon as possible. Should you wish to contact the school, please call and ask to speak to Mrs Davies who will be able to assist you.

For many pupils university is the next step on their academic journey following 6th form. In the summer term we will provide dedicated support for pupils making University applications. I would strongly advise that throughout Year 12 your child begins to research the incredible amount of courses available. For pupils not considering university, Kirsty Downey from Careers Wales is able to provide support.

In our experience your child will get the most out of 6th form by working to the best of their ability, dedicating the required amount of time to their studies and taking an active part in school life. We will do everything we can to support your child in this.

*All exam dates will be confirmed in an individual exam timetable for each pupil closer to the exam season.*

### Subject information

<b>English</b>	<a href="#">Click here for subject information</a>
<b>Maths</b>	<a href="#">Click here for subject information</a>
<b>Physics</b>	<a href="#">Click here for subject information</a>
<b>Biology</b>	<a href="#">Click here for subject information</a>
<b>Chemistry</b>	<a href="#">Click here for subject information</a>
<b>Art</b>	<a href="#">Click here for subject information</a>
<b>Applied ICT</b>	<a href="#">Click here for subject information</a>
<b>Geography</b>	<a href="#">Click here for subject information</a>
<b>History</b>	<a href="#">Click here for subject information</a>
<b>Media Studies</b>	<a href="#">Click here for subject information</a>
<b>PE</b>	<a href="#">Click here for subject information</a>
<b>RE</b>	<a href="#">Click here for subject information</a>
<b>Welsh</b>	<a href="#">Click here for subject information</a>
<b>Welsh Bacc/Skills</b>	<a href="#">Click here for subject information</a>

## Exam Information

The expectations we have of all students sitting examinations and controlled / non-examination assessments are set by the Joint Council for Qualifications and cover all qualifications.

Mrs Lippiett is the school's examinations officer and is responsible for the administration of all qualifications. If you have a query which your child's teacher cannot answer then please ask to speak to her.

Preparing properly for exams is important. There are many sources of support for pupils within the school. Pupils should approach their teacher, form tutor, head of year or learning coach if they have any questions or concerns about the way your course is assessed, or how to prepare for exams. There is also lots of good advice on coping with exams in the Childline booklet on the school website.

Other useful advice is available from:

<http://www.wjec.co.uk/students/exam-preparation-and-revision/>

<https://www.childline.org.uk/info-advice/school-college-and-work/school-college/exam-stress/>

If a pupil is ill or late on the day of an exam please telephone the school at the earliest opportunity. In the event of snow or severe weather which closes the school we will always do our best to open for exams. We will post any instructions on the school website and on the Caerphilly Council website at:

<http://www.caerphilly.gov.uk/Services/Schools-and-learning/Schools,-term-dates-and-closures/Check-if-your-school-is-closed.aspx>

Updated information is available on the school's website under Curriculum - Exam timetables.

All exam dates will be confirmed in an individual exam timetable for each pupil closer to the exam season.

## How can I help my child with revision?

You can't do the revision, but there is plenty you can do to help your child to get organised, stay motivated and keep calm!

### **Getting organised**

Help your child to draw up a revision timetable. This should list dates, details of the subject and topics to revise and what they'd like to finish by when. The timeline can have a checklist, so tasks can be ticked off as your child goes along.

Make sure that their social life/job is not interfering with their studying. They need rest and sleep to make sure that their brains are active and open to learning.

Work with your child. Set goals you both think are realistic by a particular time. Ticks on the timetable will show success. Do try to keep up to date with how they are getting on.

If certain goals are not met, don't be negative with your child - try to figure out together what went wrong and help them to get back on track.

### **Getting motivated**

Getting started on revision is tough for many people, but you can help your child get motivated. Praise and rewards work well. Use the revision timetable to plan out small rewards when a certain number of targets have been met. These might include watching a favourite TV programme, calling a friend or having an afternoon off.

Help your child to see beyond the revision. Remind them how rewarding it will be to know that they did their best. A bigger final reward, such as a pair of trainers, a holiday or a local visit somewhere exciting will give them something to look forward to when it's all over.

### **Staying calm**

Staying calm as far as possible, try to make sure that revision time is a quiet time in the house. A healthy diet and regular exercise are also especially important when your child is under pressure.

If your child is highly motivated, it's important to make sure that they don't overwork. Breaks are essential. Remind your child that even a short 15-20 minute break every 90 minutes will refresh their minds. Making a drink, playing some sport, listening to some music or watching a TV programme are all good ways to help relax before the next revision.

## **Communication/Talking**

Talk to your child about what the subjects and exams are about, what they will have to expect, what they feel confident/less confident about... Talking to you about their learning will help them to think about their learning needs. If they have any worries, encourage them to see their teacher, or you can contact the teacher concerned. Studying in a group can be helpful, too, although sometimes more chatting gets done than work! Children can pick up new ideas, talk about exam stress and help each other with areas they're finding difficult.

If your child is completely stuck on a topic, remember you can always contact the school. It is usually possible for your child to arrange a meeting with their teacher, who can offer a little extra help and advice.

## **Websites**

All students are given a personal log in to various websites. These include:

- BBC Bitesize GCSE All subjects
- PiXL app Mathematics and English
- Mymaths Mathematics
- Mathswatch Mathematics

Your child should know their login details for these sites and can get them from their subject teacher, if you would like them, please let us know. These websites provide them with materials to support their learning.

## **Help your child to reduce stress**

### **Stress - what is it?**

Stress is the body's normal response to a challenge, threat or excitement. During revision and exams, anxiety and stress are common problems for pupils, even for those who appear confident and calm. While small stress levels can make pupils alert and focused, too much can reduce concentration and confidence.

Just being present is a great start to help your child reduce stress during revisions and exams. Here are some tips for managing stress:

1. Encourage your son or daughter to get enough sleep. Tiredness promotes anxiety.



2. Remind them to avoid large doses of caffeine, especially from energy drinks - it can cause tension and anxiety.
3. Help them not to dwell on previous exams. This can also increase anxiety about later papers.
4. Encourage them to try relaxation exercises. They can reduce anxiety levels and cope with feelings of panic.

Useful websites for pupil wellbeing are available on the school website:

<https://www.bbc.co.uk/bitesize/collections/exams-and-revision/1>

<https://youngminds.org.uk/>

<https://www.childline.org.uk/>