



BROOKVALE GROBY LEARNING CAMPUS

Valuing Everyone, Achieving Excellence

Will Teece, Headteacher

Telephone: 0116 287 9921 Website: www.brookvalegroby.com

MCH/MCH

6th January 2023

Dear Year 13

We hope you all had a great Christmas and New Year and managed to get some rest and relaxation over the festive period. Well done on completing your first full term of Year 13, you have all worked hard and sat your second set of full mock exams so well done. As this new term moves forward you will be gaining more skills and knowledge and perfecting your revision techniques in the run up to your real exams in May/June.

UCAS applications are in full swing and well done to all of you who have already sent yours off. Hopefully you have been getting some offers already and are getting excited about the prospect of Higher Education. For those of you still to complete your application we would like them all sent off by 13th January so please make sure you have joined on to the school using the buzzword *charliebrown23* and complete and send by 11th January. If you need any further support or advice then please email or come and see a member of the Post 16 Team. If you are wanting to apply for apprenticeships and need some support with this please email post16@brookvalegroby.com

As you know attendance is a very important part of studying A Levels as any missed time from teaching requires a lot of catching up and extra work. So far your attendance has been below the national average and we would like to improve this as we move forward. Attendance to all lessons, tutor time and enrichment is recorded and counts towards your overall attendance percentage. When applying for University/Apprenticeships sometimes your attendance percentage is requested so keeping your attendance percentage high will benefit you in the future, not only with your studies, but beyond.

'If we extrapolate across a three A level programme, the typical student with attendance below 85% will perform at least two grades lower than a student with attendance above 95%. In competitive university entrance and other contexts, two grades represents a life-changing difference.' Source: *The Sixth Dimension Report 2019 published by SFCA*

For the next two terms we will be focussing on attendance and to further support good habits with punctuality and attendance from 16th January we will be re-introducing sanctions for students who are late/do not attend tutor time. Students are expected to arrive at school by 8.40am to start tutor time/assembly promptly at 8.45am. The programme delivered during tutor time is part of your overall Post 16 study programme and therefore is compulsory. It is very important you attend tutor time until your applications for Post 18 are completed and our programme has finished. You will need to attend all tutor times and assemblies until the Easter break and also attend your Leavers Celebration Assembly on 28th April. After Easter you will be required to attend 1:1 meetings with your tutor which they will arrange and let you know.

Late/Non-attendance to tutor time/Assembly procedures

If a student is late/does not attend tutor time then, as always, an email will be sent home to inform parents and a 20 minute lunchtime detention will be issued. Should a student not attend the detention then a further detention will be issued. If a student does not attend the second detention then they will be issued with an after school detention.

All attendance is closely monitored and where students are absent without reason contact is made with parents daily.

A reminder of how to report attendance using the new procedures is below:



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Attendance Reporting

To report non-attendance either on the day (by 9am) or before if it is a planned absence due to an appointment please email the address below, absences need to be reported by a parent/guardian:

Attendance@brookvalegroby.com

or you can telephone before 9am on each day of absence from school and leave a message using:

0116 2879921 - Press 1 for Student Absence

We have made these changes to our policy which is available on our website www.brookvalegroby.com

We expect students to attend all lessons on their timetable and extra compulsory lessons as required. Students are also expected to attend all lessons, tutor sessions and assemblies. We understand that illness and unforeseen circumstances may interfere with an immaculate attendance record, but we expect students to achieve a minimum of 96% attendance (including authorised absences). If a student's attendance drops below 90% they are deemed to be persistently absent from school. All students are closely monitored and any student falling below the expected attendance percentage will be invited to a meeting and further intervention and support will be put in place.

These next two terms are very busy and important to your A level studies and we are here to support you in any way we can. If you have any questions or queries or would like to speak to a member of the Post 16 Team then please do not hesitate to contact us via email at post16@brookvalegroby.com

Best Wishes

Mrs Vicki Varney
Assistant Head Teacher/P16 SLT Link

Mrs Michelle Cheadle
Head of Post 16