

# Abbey College

## Sixth Form



# Bridging Course

## 2021

## INTRODUCTION

*Standards of achievement are outstanding for all students and in which all individuals benefit from being part of an inspiring supportive and dynamic learning community that achieves excellence for all.*

*Student Support Officer:*  
[tracey.brown@abbeycollege.cambs.sch.uk](mailto:tracey.brown@abbeycollege.cambs.sch.uk)

Our sixth form is a thriving environment with many opportunities for young people to develop, nurture and master themselves as accomplished young learners who will be prepared for the world of higher education and employment.

As part of our commitment to a first-class education, we are delighted to launch our Bridging Course, a course which aims to bridge the content and skills developed through the GCSE courses, and the level of skill and specific subject understanding that is needed for success in both A-level and BTEC programmes. The course starts on **Monday 7<sup>th</sup> June and will end on Friday 25<sup>th</sup> June** with a celebration showcase for the students.

We also emphasise the importance of building key skills to support progression to higher education, training or a chosen career.

Close liaison between faculties, the Sixth Form Team, student and home will ensure tailored support is in place. Intervention managed by the Sixth Form Team will be communicated home and regular contact is encouraged in the form of meetings, phone calls and email.

Please contact the Student Support Officer with any queries straight away, however small, so that we can prevent small issues becoming bigger problems.

*The Sixth Form Team*

## LEARNING INFORMATION

Head of Sixth Form:

Mrs S Moore

[smoore1@abbeycollege.cambs.sch.uk](mailto:smoore1@abbeycollege.cambs.sch.uk)

Student Support officer:

Mrs T Brown

[tracey.brown@abbeycollege.cambs.sch.uk](mailto:tracey.brown@abbeycollege.cambs.sch.uk)

Welfare Team:

[welfare@abbeycollege.cambs.sch.uk](mailto:welfare@abbeycollege.cambs.sch.uk)

SEND:

Mrs Neal

[debbie.neal@abbeycollege.cambs.sch.uk](mailto:debbie.neal@abbeycollege.cambs.sch.uk)

CEIAG:

Mrs Pollard/Mrs Warne

[lesley.pollard@abbeycollege.cambs.sch.uk](mailto:lesley.pollard@abbeycollege.cambs.sch.uk)

The process of moving from a novice to an expert takes time and involves a number of distinct modes of study:

**Securing** – learning the key vocabulary/terminology and essential facts/rules of a subject that underpin a topic or unit of work. These should be seen as the initial building blocks or component parts of a topic/subject.

**Processing** – engaging in lots of practice or processing and transforming information requires further thinking and repetition and aids transfer into long-term memory.

**Exploring** – accessing additional relevant subject material, whether written, audio or audio-visual, helps students to place the knowledge they've learnt in a wider context and also to follow their own lines of interest which can inspire.

**Reviewing** – self-evaluation involves learners checking which knowledge is secure and embedded and which is not. It exposes any learning gaps so that they can be addressed through an action plan.

### For you:

1. Teams - you must be added to each subject Team group
2. Access and read your emails daily
3. Have a copy of the:
  - a. Syllabus
  - b. Curriculum plan
  - c. Assessment criteria
  - d. Subject information sheet
4. Folder for each subject

## ACADEMIC DAY

### Enrichment

Wider aspects of being a student

Student finance

University offers

Destinations & future 19+

Wellbeing and looking after yourself 16+  
Organisational skills

Research & Essays

Developing wider reading/mathematical skills/Core maths

Rights and responsibilities being a young adult

Healthy minds

Wider enrichment

Staying safer

Role of the tutee/Tutor

Workshop - skills development

## 7<sup>th</sup> June 2021

### Registration and welcome

Start 8.40am North Hall

- Welcome talk
- Learning
- Timetables
- Expectations

Period 2 will start the day

### Weekly

Monday	Themed Assembly
Tuesday	Form time
Wednesday	Committees
Thursday	Form time
Friday	Themed Assembly

### Enrichment

Special enrichment assemblies have been scheduled throughout the Bridging course. Your tutor will give you the times and location of these, please be prompt.

### Resources – the minimum

Revision guides	Folders	Writing pads
Reading list	Dividers	Equipment

### Punctuality and attendance

Please sign-in in the Sixth form Hub if you arrive after 8.40am. If you need to leave site you must let Mrs Brown Know in advance.

## EXPECTATIONS

*Attract what you expect, reflect what you desire, become what you respect, mirror what you admire.*

### *Café6*

*Funds on Parentpay can be accessed along with bank cards to purchase refreshments.*

Students must adhere to the Sixth Form dress code of business wear suitable for the modern day workplace (this excludes ripped jeans, crop tops, hoodies, fishnet/patterned tights, beachwear, blue denim [black denim is allowed]). If a student's dress is deemed to be inappropriate, a discussion will take place with a member of the Sixth Form Team and the student will be asked to refrain from wearing said item in the future. Persistent non-compliance with the dress code will lead to students being sent home and a parental meeting being arranged.

Student must always wear their ID lanyard visibly on site. Temporary lanyards can be borrowed from Mrs Brown.

Students must treat all staff & other students with respect and behave as a role model in our community.

It is expected that all students will treat the school property and the environment with respect. Students who fail to do so, will be subject to community service. Consuming drinks/food in lessons is prohibited.

Students must lock the school gates after use.

All students must adhere to the whole school ICT policy.

Mobile phones are only permitted in the 6<sup>th</sup> form hub and café 6- not in lessons or around school site.

## PERSONAL DEVELOPMENT

*Students flourish in our supportive Sixth Form environment, we offer a personalised approach to each and every student. Our small class sizes and expert teachers mean that you will receive high quality and tailored lessons to meet your needs and push you academically.*

It is expected that students will make the academic progress required to lead to the achievement of at least their target grades. This will take into account consistency of effort, strength of commitment and attitude to learning and the standard of assessed pieces of work.

Students will meet deadlines for all work, including; coursework, controlled assessment, written homework, presentations etc. If this is not possible students must inform the teaching member of staff ahead of the deadline and complete the work within the agreed extension time.

Students must use their non-contact periods, independent study periods and time outside of Sixth Form to ensure they are fully prepared for lessons; this includes keeping well-organised notes, reading materials and equipment, completing homework, completing required wider reading and work missed through absence.

Students may undertake part-time employment but not in excess of 12 per week (It is strongly advised that students do not work both days of the weekend). Part-time employment **MUST NOT** occur within school hours (8:40-3:10) during term time. The school reserves the right to contact the student's employer should this become an issue.

All students will need to complete the Bridging Course and summer work in preparation for the September start.

## REFLECTION

*Personal reflection allows you to consider the consequences of your words and actions.*

*It also enables you to consider the best, most effective, most helpful way to act in a given situation.*

### VISION:

- Set **personal targets** for success and take responsibility for achieving them
- Maintain focus on your **goals** even when you have set-backs
- **Invest** time in shaping your own future in school and beyond

### EFFORT:

- Make **every lesson** count by arriving promptly, engaging fully and working hard
- Commit to **high quality** and academically productive independent work
- Be **proactive** in seeking out and taking advantage of opportunities to deepen your knowledge and understanding

### SYSTEMS:

- Manage long-term and short-term goals by **prioritising** work and meeting all deadlines set
- **Organise** your work and maintain effective filing systems

### PRACTICE:

- **Master** content by taking steps to secure, process, explore and review learning to ensure clear and deep understanding
- Seek out **expert feedback** from teachers to enable you to reach your potential

### ATTITUDE:

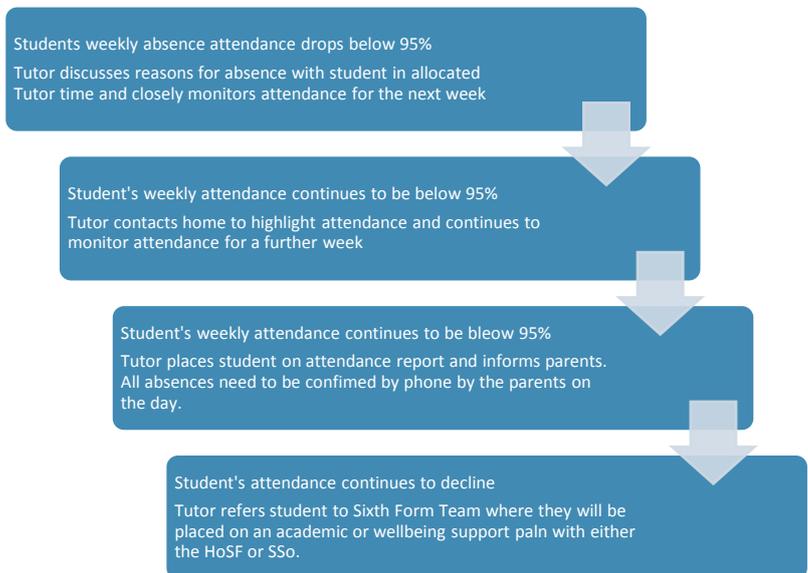
- **Always strive** to be the best that you can be; never give up; and ask for help when you need it
- **Treat everyone** in our school community with **respect**, act as a role model for younger students, and be proud to be an ambassador for the school
- Develop and maintain a **positive healthy** balance between study and other activities

## ATTENDANCE

*Students are expected to be punctual at all times. They must email staff to inform them if they are likely not to be. Students will remain on site during all lesson times unless Home Study has been granted by the Head of Sixth Form.*

*It is expected that students will attend all public examinations and assignment sessions required as part of their programme of learning. Students who do not complete their courses will be required to pay for any examination entry fees that have already been made.*

It is expected that the attendance of all students will be at least 95%. Where this attendance falls below this mark, monitoring and intervention will take place in line with the below outline attendance procedure.



Students are expected to attend all timetabled lessons, registrations, assemblies, independent study periods and interventions including afterschool sessions (as required).

Unauthorised absence from any of the above named sessions will result in an after school detention for the duration of that session to allow for completion of the missed work.

Unplanned absences must be telephoned to the absence line **01487 812352** before 9am on the day of the absence by a parent or carer. Planned absences (medical appointments, funerals university or apprenticeship interviews etc.) must be emailed to [tracey.brown@abbeycollege.cambs.sch.uk](mailto:tracey.brown@abbeycollege.cambs.sch.uk) 48 hours in advance of the absence.

**Neither Term time holidays nor absence due to interviews for part-time employment will be authorised.**