



## Frequently Asked Questions (FAQ's) about Alec Reed Sixth Form

### Q) When does Year 12 begin at Alec Reed Sixth Form?

Year 12 starts on Wednesday 3<sup>rd</sup> September for ALL students. Please arrive for 8.30, you will be directed to your tutor groups for an 8.40 start. Students will be with their new tutor group throughout the day.

### Q) What time should sixth formers arrive in school every day?

Every sixth former should arrive by 8.30 each day, ready for registration at 8.40. Students who arrive after 8:40am will be marked as late.

### Q) Does ARA Sixth Form have a formal dress code?

We recommend a smart casual style. Students are free to express themselves and their identity through their clothing. Nails, dyed hair and piercings are allowed.

However, sixth formers have a duty to be role models for young students in the Primary School and for Year 7-11 students in the secondary phase. **Therefore, the following are not acceptable:**

- Sliders/Slippers
- Crop tops/ mini skirts
- Excessively tight dresses
- Items with inappropriate wording
- Gym style clothing, including tracksuit bottoms
- Jeans with excessive rips

### Q) When are sixth formers allowed to leave the school premises?

The school day for sixth formers run from 8:30 am to 3 pm every day, with occasional lessons between 3 pm and 4 pm (period 6).

- Students are allowed to go home at 1:15pm (at the start of lunchtime) if they don't have a timetabled period 5 or 6. (e.g. a lesson scheduled at 2pm or 3pm). This arrangement will start for Year 12's from Monday 22<sup>nd</sup> September.
- Sixth formers must remain in school until 3pm or 4pm if there is a lesson timetabled
- Students are allowed to leave the school building for break or lunchtime, if you do not have a lesson during P2 or P4 you can leave 20 minutes early to benefit from a longer break/lunch.
- Students are not allowed to leave the school premises during an independent study period, you will have five hours of independent study added to your timetable, these will be registered and completed in the silent study room.

### Q) Is there lunch available in school for sixth formers?

Yes, there is lunch available for sixth formers to purchase from the school canteen. Students pay for their lunch through Parent Pay using their student identity cards. New student identity cards will be issued in the first week of September.

### Q) When will sixth formers receive their student identity cards?



Students will have their photos taken on Wednesday 3<sup>rd</sup> September – so look your best! These photos will be inserted onto your student identity cards. Students will use their student identity cards to sign in and out every day and pay for any lunch purchased inside the school premises. Identity cards must be always put around students' necks inside the school building. If you are a returning year 11 student, please wear your old lanyard until you are issued a new one.

**Q) Are students allowed to change courses?**

Yes, students are allowed to change courses if they meet the entry requirements and there is enough space on the course that students would like to switch to. Students must complete a course change form which must be signed by parents and form tutor. Students are not allowed to switch courses unless this has been confirmed by Mr. Raja, Head of Sixth Form. **The deadline for course changes is Wednesday 17th September.** No course changes will be accepted after this date.

**Q) Are sixth formers entitled to a bursary?**

Yes, some sixth form students are entitled to a 16-19 discretionary bursary if they are on free school meals AND/OR live a far distance away from school AND/OR have many siblings under 18 living their household. To check eligibility for the 16-19 bursary, students must fill out an online form, the details of this will be shared in the first week of term.

**Q) External applicants ONLY. Is my place in year 12 confirmed?**

Completing enrolment is the first stage of the application process.

Firstly, you must complete an online application form using Applicaa if you have not done so already; the link is on the school website. You must also upload your most recent school report which must include your attendance and punctuality for year 11.

Secondly, your place is subject to a good reference. Your offer will be withdrawn unless references are received **by Friday, August 29th 2024.**

Finally, external applicants must be aware that, as part of our admissions policy, all external applicants are admitted to ARA year 12 on a probationary basis through to October half-term. Until then, **we reserve the right to withdraw external applicants without notice** if they fail to meet our expectations and high standards.