

ENFIELD GRAMMAR SCHOOL

Market Place
Enfield
Middlesex EN2 6LN

Telephone 020 8363 1095
Facsimile 020 8342 1805
Email office@enfieldgrammar.com
www.enfieldgrammar.com



An Academy Trust
(Company No. 07697044)

Headteacher: Mr C Lamb B.A. Hons

10 October 2019

Dear Parent/Carer

Enfield Grammar Sixth Form

I am writing as Head of sixth Form to welcome your son to Enfield Grammar Sixth Form. Both myself and Mr Berkun, as Head of Year 12, would like to wish everyone every success in their Sixth Form Journey.

I would like to thank those parents who attended the Year 12 Information Evening. All documents and information relating to that evening are now available on the Sixth Form Website under Sixth Form News and Events. Please be aware that I will regularly update you with progress and key information regarding sixth form, but please feel free to contact me or Mr Berkun at school with any questions.

For clarity students need to be in tutor time every day at 8.25am. Students must attend all lessons and remain on site except for break and lunch times. Students will be issued with an identification badge which must be worn at all times.

Students are allowed home after the start of lunch if they do not have any more lessons.

Key dates for Year 12

The table below highlights important dates throughout Year 12. Please take note of the December mock exams and the Pre Public Examinations in March. All students need to be fully prepared.

17 October 2019	Safe Drive Stay Alive
19 October 2019	Year 12 First Data Review
15 November 2019	Skills London 2019
January 2020	Year 12 Mock examinations
February Half Term 2020	Coursework deadline
2– 6 March 2020	Year 12 Pre Public Examinations
31 March 2020	Year 12 Parents Evening
15 June 2020	Year 12 Internal Exams start(PEE)
22 June 2020	Year 12 Progression week or work experience
30 June 2020	Year 13 courses begin for Year 12 – full timetable

Punctuality and attendance

We expect boys to be punctual and maintain an attendance rate of 96% and above. Both are key components for becoming a successful sixth form student. Statistically a 10% decrease in attendance accounts for one whole A-level grade. We will monitor both and will implement a variety of strategies to ensure good attendance and punctuality. I ask for your support in ensuring your son is aware of its importance.

Supervised Study and Progression Hour

These are all timetable sessions that students must attend. They contribute to overall attendance. Nearly all students will have Progression Hour on Friday mornings

On mornings where students do not have lessons they are to report to the study room for supervised study. Students must bring work to complete in these periods.

Sign in and sign out

Students must sign in and out using the sixth form entrance every day. Students are allowed to go out for break and lunch but must leave badges in the box provided. If students do not have lessons after lunch they will be allowed to sign out and study at home as long as they have no other commitments in the school that afternoon.

Student Folders and Independent Study

A list of Independent study tasks is available on the Sixth Form Website under Year 12 Parents Information Evening. Boys should be completing a minimum of 8 hours' independent study per week.

We will shortly be launching a Folder Campaign to ensure all students are keeping well organised and effective folders. We suggest that students have a working folder which comes into school on a daily basis and then a bigger folder for each subject at home.

Our expectations of folders will be shared with students in assembly and then on google classroom and in tutor times. All information is also on the website and I appreciate your support with this matter – looking at a folder tells you a lot about the amount of work being completed.

Progression beyond Sixth Form

We will start to look at pathways beyond Sixth Form throughout Year 12. I would like all to apply to University to provide options, along with options in apprenticeships, travel and careers. Being familiar with the UCAS website will enable students to find courses and entry requirements – this can act as a fantastic motivational tool and I hope the students take the opportunities made available this year to support their decisions on pathways beyond sixth form.

Dress Code

All students have elected to come to Enfield Grammar. The dress code is clear for sixth form students and I hope all the sixth form staff can focus their energies on ensuring the best results for students rather than tackling dress code problems. I will send sixth form students home to change in the first instance. Sixth Form is a challenging period for all students. I will endeavour to work with staff to support your son both pastorally and academically in school and I appreciate the support that you will offer to ensure successful outcomes.

Please do not hesitate to contact me at school with any questions you may have and please keep an eye on the school website for key dates and events.

Yours sincerely

E Igbokwe

Ms E Igbokwe
Head of Sixth Form

