



**ALL SAINTS**  
Sixth Form College

**All Saints Sixth Form College**

**Parent Information Booklet**

**2020/21**

**Inspiring Excellence**

**We are a Character First Academy, guided by our Christian Ethos. We will develop the Character of our students and staff through our Core Values of Resilience, Ambition, respect and Compassion.**

**We always try our Personal Best and accept No Excuses.**

## **College Information**

Website Address: [www.allsaintssixthformcollege.org.uk](http://www.allsaintssixthformcollege.org.uk)

Address: 51 Horrocks Avenue

Liverpool L19 5NY

Telephone: 0151 230 2570

Head Teacher: Ms J Sing

### **Useful contacts:**

Assistant Head of School: Sixth Form Mrs J Lawson	lawsonj@astn.uk	0151 230 2570 Extension 444/437
Assistant Head of Sixth Form – Personal Development, Behaviour and Welfare Mr G Sibbald	sibbaldg@astn.uk	0151 230 2570 Extension 453
Head of Year12 Miss S Dooley	dooleys@astn.uk	0151 230 2570 Extension 447
Head of Year 13 and 14 Miss J Brew	brewj@astn.uk	0151 230 2570 Extension 453
Careers Manager Ms C Swarbrick	swarbrickc@astn.uk	0151 230 2570 Extension 448

All student absences must be reported to the relevant Head of Year by 9.30am on the day of absence. Written evidence must be provided for all absences including medical appointments.

Your co-operation in ensuring that good attendance remains a priority and will assist us in helping your son or daughter to achieve their full potential.

## Welcome to All Saints Sixth Form College.

At All Saints Sixth Form College we realise that every student is different. Everybody has their own talents and interests. As a College our purpose is to ensure that all our students discover, explore and reach their full potential.

This year we once again achieved very pleasing results:

40% of A level grades – A\*-B

68% of A level grades – A\*-C

Students studying Vocational Qualifications achieved 100% pass rate with 46% of students achieving Distinction or Distinction\* Grades.

This is again an improvement on the results achieved in the last two years and we continue to be one of the most improved sixth forms in the city.

All students who applied have secured a place at university. A large number of students secured a place at a Russell group University.

We are committed to developing a strong community, supported by education and business links which will enable students to prosper and achieve their aspirations.

Each student is valued as an individual. At All Saints Sixth Form College we want all students to experience success both academically and personally.

All Saints Sixth Form College is an innovative hub for post-16 education, offering young people high quality careers advice, UCAS guidance and pastoral support.

Dependent upon GCSE grades, students will have the opportunity to take part in the University of Liverpool Scholar's Programme, The Social Mobility Foundation Programme or other bespoke programmes such as Pathways to Law.

In addition, we are also part of the Girl's Network. This is a charitable organisation which matches female students with female employees of large organisations who mentor and support the young women throughout their studies and provide opportunities for work experience.

All students are expected to take part in work experience. Information about this will be communicated in the Spring term.

### Key Dates for your Diary

Month	Date	Event	Year Group	
October	Friday 16 <sup>th</sup>	Deadline for completion of Personal Statements	13	
	Monday 14 <sup>th</sup> – Friday 18 <sup>th</sup>	A level assessment point 1	13	
	October 2020	Girls Network Induction	12	
	November 2020	Girls Network Matching event	12	
		GCSE English Language resit exams	12 and 13	
November	Monday 2 <sup>nd</sup> Wednesday 4 <sup>th</sup>	GCSE English Language	12 and 13	
	Tuesday 3 <sup>rd</sup> Thursday 5 <sup>th</sup> Monday 9 <sup>th</sup>	GCSE Mathematics	12 and 13	
	Monday 16 <sup>th</sup>	Mock Exams – Vocational	12 and 13	
	Friday 27 <sup>th</sup>	Completion of UCAS applications	13	
	December	Monday 2 <sup>nd</sup>	A Level Assessment Point 1	13
	January	Friday 15 <sup>th</sup>	Final deadline for submission of UCAS Forms by the College	13
February	Monday 1 <sup>st</sup>	A level Assessment Point 1	12	
March	Monday 8 <sup>th</sup>	A level Assessment Point 2	13	
	Monday 22 <sup>nd</sup>	Mock Exams – Vocational	12 and 13	
May	T.B.C	Final Vocational Exam dates to be confirmed by exam boards.	12 and 13	
	T.B.C	Final A level exam dates to be confirmed by exam boards	13	
	Friday 12 <sup>th</sup>	Final Deadline for completion of all vocational coursework	13	
June	Monday 21 <sup>st</sup>	A Level assessment Point 3	12	
	TBC	Higher Education Conference	12	

August	Thursday 19th	Publication of A level and vocational results	12 and 13
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**Other dates and events may be added throughout the year.**

**You will be informed by letter. The college website will be updated.**

**Outcomes of all external and internal examinations will be posted home. Parents will be requested to attend progress meetings where a cause for concern is identified.**

### **Attendance**

Due to the current situation with Covid-19, students are expected to attend College from 9.00am until 3.00pm.

Students may remain at home if they don't have a lesson and may leave following their final lesson of the day. Lesson times are as follows:

Lesson 1	9.00am – 11.00am
Break	11.00am – 11.20 am
Lesson 2	11.20 am – 1.20pm
Lunch	1.20pm – 2.00pm
Lesson 3	2.00pm – 3.00pm

We would prefer students to remain at home if they don't have a lesson.

Students should arrive at 9.00am, 11.00am or 1.45pm

Students may leave at 11.00am, 1.20pm or 3.00pm

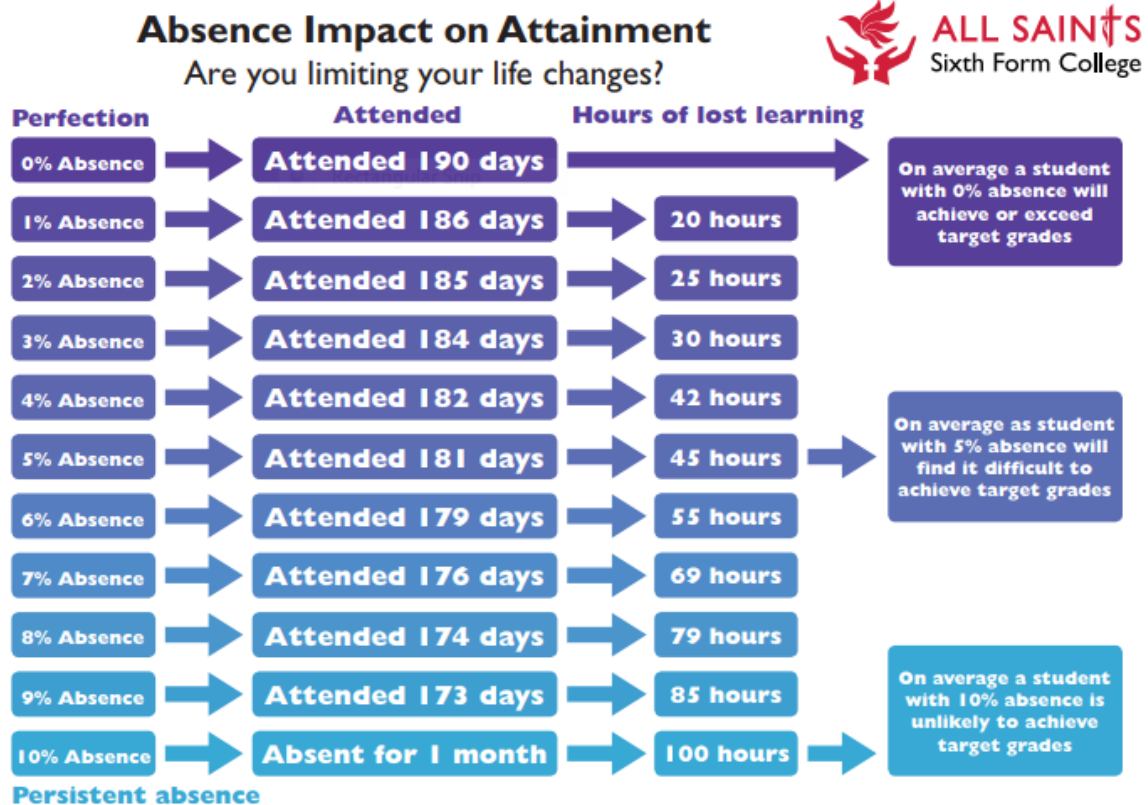
Good attendance is a key feature of student progress and success. Within the college it is expected that students achieve attendance of 97% and above. When students do not have good attendance, it can be difficult for them to succeed in their chosen courses. Lessons in sixth form progress rapidly and poor attendance may mean that valuable teaching and learning time is lost. If a student misses a lesson for any reason, it is expected that upon their return to the college, they will meet with their subject teachers to catch up on any work missed.

**When attendance falls below 92%**, students will be placed on an attendance contract and will have a weekly meeting with their Head of Year. If attendance does not improve to an acceptable level, parents will be required to attend a meeting at the College. Following this meeting, if attendance does not improve the student may be asked to leave the College.

If a student is going to be absent, the relevant Head of Year must be **contacted by 9.30am**. Parents may telephone or email the Head of Year. A text message will be sent out by 9.30am if a student fails to arrive at College. If there no response a phone call will be made before 10.00am using the available contact numbers. (Timings of text messages and phone calls will be altered if a student is not due in at 9.00am.)

Written evidence for all absences is required. GP and dental appointments must be made outside of College hours. Hospital and orthodontist appointments will be authorised upon receipt of an appointment card. Holidays will not be authorised. Driving lessons must be organised outside of the College day.

Students should remember that staff will be required to provide a reference for students. Attendance and punctuality data will be included in any reference provided.



### The Tutor System

We have a dedicated team of staff to support our students throughout sixth form. Tutor groups are arranged by year group, and contain about twenty four students.

Each group meets with their form tutor on a daily basis during registration. There is a planned programme of activities and tutors will discuss the following with students on a weekly basis:

- Attendance and punctuality
- Progress
- Study Skills
- Health and well-being
- Current affairs

- Future pathways – UCAS, apprenticeships, employment.

There is an assembly once per week which may be facilitated by a visiting speaker or will focus on topics which are relevant to sixth form students such as university, student finance or study skills.

### **Form Class Information**

#### **Year 13/14: Head of Year – Miss J Brew**

Form	Tutor	Email address
13 Rymer	Mrs S Rymer	<a href="mailto:rymers@astn.uk">rymers@astn.uk</a>
13 Hafez	Miss L Hafez	<a href="mailto:hafezl@astn.uk">hafezl@astn.uk</a>
13 Deane	Mr C Deane	<a href="mailto:deanec@astn.uk">deanec@astn.uk</a>
13 Ferry	Miss R Alderson	<a href="mailto:aldersonr@astn.uk">aldersonr@astn.uk</a>
13 Hughes	Mrs L Hughes	<a href="mailto:hughesl@astn.uk">hughesl@astn.uk</a>
13 Weir	Mr J Weir	<a href="mailto:weirj@astn.uk">weirj@astn.uk</a>

#### **Year 12: Head of Year – Miss S Dooley**

Form	Tutor	Email address
12 Judson	Miss C Judson	<a href="mailto:judsonc@astn.uk">judsonc@astn.uk</a>
12 Benguey	Miss O Benguey	<a href="mailto:bengeyo@astn.uk">bengeyo@astn.uk</a>
12 Lewis	Mr A Lewis	<a href="mailto:lewisa@astn.uk">lewisa@astn.uk</a>
12 Bell	Miss K Bell	<a href="mailto:bellk@astn.uk">bellk@astn.uk</a>

### **The Curriculum**

All students will undertake a Study Programme which is composed of the following:

Three Level 3 subjects: A level or vocational – 9 hours teaching time per fortnight for each subject

Enrichment – 1 hour per week

RE – 1 hour per week

Independent Study – 2 or 3 hours per week

Work Experience – facilitated to meet individual student requirements

Any student who has achieved below a grade 4 in maths and English Language and Literature will be required to resit these subjects. There are 6 timetabled lessons per fortnight and attendance is compulsory.

Students are guided to choose subjects based on GCSE results and any future career or study plans.

### **External Examinations**

Resit examinations take place in November and May/June of each year.

External examinations for A levels take place in May/June of year 13

External examinations for vocational subjects (BTEC and OCR Technical) take place in January and May of years 12 and 13.

### **Assessment and Reporting**

Assessment takes place regularly and is an integral part of curriculum planning to ensure that progress is monitored and interventions can be put in place.

Formal assessment takes place three times a year. This is either in the form of a pre public examination which is sat in the examination hall, or a formal assessment in the classroom. On each occasion, results are reported to parents / carers. Students will also receive a grade for effort and independent study. Parents will be invited in to discuss the outcomes of assessments if students are falling behind or failing to meet their expected target grade. Interventions will also be put in place for students.

If you are concerned about your son / daughter's academic progress, please contact Mrs Lawson to arrange an appointment. A full review of current progress can then be discussed and a support plan put in place.

### **Subject Specific Information**

#### **A Level.**

Subject	Exam Board	External Examinations	Coursework
Art	OCR <a href="http://www.ocr.org.uk">www.ocr.org.uk</a>	1 x 15 Hours over 3 days (No exam for current year 13)	A portfolio is to be submitted
Biology	AQA <a href="http://www.aqa.org.uk">www.aqa.org.uk</a>	3 x 2 Hours	Pass required for Practical element
Chemistry	AQA <a href="http://www.aqa.org.uk">www.aqa.org.uk</a>	3 x 2 Hours	Pass required for Practical element



Computer Science	OCR <a href="http://www.ocr.org.uk">www.ocr.org.uk</a>	2 x 2 ½ Hours	Programming Project – 20%
Core Maths	AQA <a href="http://www.aqa.org.uk">www.aqa.org.uk</a>	2 x 1 ½ hours	N/A
English Literature	AQA <a href="http://www.aqa.org.uk">www.aqa.org.uk</a>	1 x 2 ½ hours 1 x 3 Hours	Coursework 20% (Two essays 1250 – 1500 words)
History	AQA <a href="http://www.aqa.org.uk">www.aqa.org.uk</a>	2 x 2 ½ Hours	Coursework 3,500 word essay 20%
Maths	Edexcel <a href="http://www.edexcel.org.uk">www.edexcel.org.uk</a>	2x Pure Maths - 2 Hours 1 x Stats/Mechanics - 2 Hours	N/A
Philosophy and Ethics	OCR <a href="http://www.ocr.org.uk">www.ocr.org.uk</a>	2 x 3 Hours	N/A
Physics	AQA <a href="http://www.aqa.org.uk">www.aqa.org.uk</a>	3 x 2 Hours	Pass required for Practical element
Psychology	AQA <a href="http://www.aqa.org.uk">www.aqa.org.uk</a>	3 x 2 Hours	N/A
Sociology	OCR <a href="http://www.ocr.org.uk">www.ocr.org.uk</a>	2 x 2 Hours 15 Minutes 1 x 1 ½ Hours	N/A
Spanish	Edexcel <a href="http://www.edexcel.org.uk">www.edexcel.org.uk</a>	1 x 2 Hours 1 x 1 Hour 40 1 x 30mins	N/A

All students have a copy of the specification in their subject folder. In addition to mock examinations, students complete practice assessments in lesson time. Should you require any further information, please contact Mrs Lawson who can put you in contact with the relevant Head of Department.

It is recommended that in addition to teaching and stud time in College, students spend 3 – 4 hours per week per subject completing additional work or tasks set by the class teacher. This should increase as exams approach.

### Vocational

Subject	Units to be delivered in Year 12	Units to be delivered in Year 13
<b>Business</b> <a href="http://www.ocr.org.uk">www.ocr.org.uk</a>	Unit 1: The Business Environment. Exam – May 2021  Unit 4: Customer Communication. Coursework – June 2021	Unit 11: Accounting Concepts Coursework May 2021  Unit 2: Working in Business. Exam January 2021  Unit 8: HR in Business. Coursework – May 2021
<b>CACHE L3 Certificate            Childcare and            Education.</b> <a href="http://www.ncfe.org.uk">www.ncfe.org.uk</a>	Unit 1: Child development from conception to seven years  Unit 2: Children’s Health and Well- being  Unit 7: Observation, assessment and planning  Unit 3: Providing safe environments for children  All units are coursework based to be completed by June 2021	Unit 4: Child Health  Unit 5: Play and Learning  Unit 6: Understanding children’s additional needs  All the above are coursework  Unit 8: Controlled assessment – January 2021 / May 2021  All units to be completed by May 2021
<b>OCR Extended            Certificate Creative            Media.</b> <a href="http://www.ocr.org.uk">www.ocr.org.uk</a>	Unit 1: Media Products and Audiences. Exam May 2021  Unit 3: Create a Media Product. Coursework to be completed by May 2021  Unit 21: Plan and Deliver a Pitch for a Media Product. Coursework to be completed by May 2021	Unit 2: Pre-production and Planning. Exam May 2021  Unit 20: Advertising Media. Coursework to be completed by May 2021.  Unit 21: Plan and Deliver a Pitch for a Media Product. Coursework to be completed by May 2021  Unit 23: Creating a Personal Media Profile. Coursework to be completed by May 2021.
<b>OCR Extended            Certificate Health            and Social Care.</b>	Unit 3 – Health safety and security. Exam January 2021  Unit 2 – Equality and diversity in	Unit 4 – Anatomy and Physiology. Exam January 2021  Unit 10 – Nutrition for Health.

<a href="http://www.ocr.org.uk">www.ocr.org.uk</a>	<p>health and social care. January 2021</p> <p>Unit 1 – Positive relationships. Coursework to be completed by May 2021</p>	<p>Coursework to be completed by January 2021</p>
<p><b>OCR Introductory Diploma ICT.</b></p> <p><a href="http://www.ocr.org.uk">www.ocr.org.uk</a></p>	<p>Unit 1: Fundamentals of IT. Exam Jan 2021 / May 2021</p> <p>Unit 2: Global Information. Exam Jan 2021 / May 2021</p>	<p>Unit 9: Application development. Coursework April 2021</p> <p>Unit 6: Application Design. Coursework April 2021</p> <p>Unit 13: Social Media and Marketing. Coursework May 2021.</p>
<p><b>Applied Law Extended Certificate</b></p> <p><a href="http://www.edexcel.org.uk">www.edexcel.org.uk</a></p>	<p>Unit 1: Dispute in Solving Civil Law. Controlled assessment January 2021</p> <p>Unit 2: Investigating Aspects of Criminal Law and the Legal System Coursework to be completed by May 2021</p>	<p>Unit 3: Applying the Law. Controlled assessment January 2021</p> <p>Unit 4: Aspects of Family Law. Coursework to be completed by May 2021</p>
<p><b>Applied Science</b></p> <p><a href="http://www.edexcel.org.uk">www.edexcel.org.uk</a></p>	<p>Unit 1: Principles and Applications of Science. Exam May 2021</p> <p>Unit 2: Practical Scientific Procedures and Techniques. Coursework to be completed by April 2019.</p>	<p>Unit 3: Science Investigation Skills. Exam January 2021</p> <p>Unit 8: Physiology of Human Body Systems. Coursework to be completed by April 2021</p>
<p><b>Sport OCR Extended Certificate</b></p> <p><a href="http://www.ocr.org.uk">www.ocr.org.uk</a></p>	<p>Unit 1 Body Systems and the Effects of Physical Activity . Exam January 2021</p> <p>Unit 2 Sports Coaching and Activity Leadership Coursework May 2021</p>	<p>Unit 8 – Organisation of Sports Events Coursework May 2021</p> <p>Unit 3 Sports Organisation and Development Exam January 2021</p> <p>Unit 18 – Practical Skills in Sport and Physical Activity Coursework May 2021</p>

**Applied General Exams take place at the following times:**

These dates may be subject to change

**Monday 4<sup>th</sup> January – Friday 15<sup>th</sup> January**

**Monday 10<sup>th</sup> May – Friday 21<sup>st</sup> May**

It is recommended that in addition to teaching and stud time in College, students spend 3 – 4 hours per week per subject completing additional work or tasks set by the class teacher. This should increase as exams approach.

### Work Experience

The Department for Education (DfE) has published updated advice on post-16 work experience.

‘A quality work placement should be an integral part of most students Study Programme and in particular for students choosing to enter a particular occupation or profession or those taking a vocational route to achieve their career aims’.

As a result of this directive, as a college we strive to ensure that all students in year 12 take part in work experience.as follows:

Students on a Level 2 Study Programme and those students who are hoping to enter a vocational profession such as health care, early years education or teaching are required to complete work experience for one day per week for a minimum of a term.

All remaining students will undertake a one week placement in March or June/July of year 12. We would encourage students to plan their own work experience as far as possible. This process will be supported by our Careers Manager.

Employability Skills recognised by employers:

Communication

Teamwork

Problem solving

Initiative and enterprise

Planning and organising

Self-management

Learning

Technology

The aim of work experience is to develop a range of employability skills for students which will transfer into the work place.



At certain times throughout the year, workshops, activities and presentations by visiting speakers will be organised in order to further develop our students for employment and entry into higher education.

### **Enrichment and Extra-Curricular Activities**

Enrichment is an important part of the sixth form Study Programme. Both universities and employers place emphasis on the development of transferable skills and life experience. We have developed a comprehensive programme of enrichment activities which students must participate in.

The planned activities include:

- UCAS support
- Visits to universities
- Student finance and money management
- Student Cookery
- Duke of Edinburgh
- Conversational French and Spanish
- Health and well-being – keep-fit, gym, football
- Future Teacher Programme
- Volunteering
- Study Skills
- Mindfulness
- Supporting younger students in lessons in a 'Teaching Assistant' role

## Future Pathways

It is our aim that by the end of their Post-16 studies at the college, our students will have the qualifications, skills and confidence to continue their pathway into higher education or employment.



### **Going to university**

Students apply to university using the UCAS system. This is a centralised admissions system which ensures applications are received by universities. The universities then communicate outcomes to UCAS who deal directly with the student. The application is completed online.

There are four parts to the process:

1. Students must complete a personal statement. This is a statement which outlines why they want to study a particular subject, practical experience they have gained in this area and academic knowledge they have which supports their application. In addition, students may wish to add details of any hobbies or voluntary work they have undertaken. The personal statement should be no more than 4000 characters with no spelling or grammatical errors.
2. Students must complete the application form, providing personal details and qualifications. This must be entered accurately.
3. Students must make up to five choices of subject. They may apply for more than one course at a university. It is advisable that students attend the open day for any university they are applying to. These are advertised on the website for each university.
4. Staff are required to write an academic reference for each student. This will give details of the student's academic competence in the subject area and their suitability for study at degree level.

**The deadline for UCAS applications is Monday 15<sup>th</sup> January at 5.00pm.**

**However, as a college we have set a deadline of Friday 23<sup>rd</sup> November to ensure that offers are received before we finish for the Christmas break.**

Once the application has been completed, students will begin to receive offers for places on their chosen courses. This will be in the form of grades to be achieved or UCAS points to be gained.

### **UCAS Tariff Points**

University offers are based on achieving a certain number of points from the grades a student achieves at the end of year 13.

Most universities will ask for A level grades of A – C or UCAS points of between 108 and 124. Typical offers for each course can be found in the prospectus.

For example if the offer was 112 points a student would need two BTEC's at Distinction and one at Merit or BBC at A level.

Once a student receives their university offers, their form tutor will be able to explain the grades they need to achieve.

A Level	AS Level	BTEC /OCR Extended Certificate	EPQ
A* = 56		D* = 56	A* = 28
A = 48	A = 20	D = 48	A = 24
B = 40	B = 16	M = 32	B = 20
C = 32	C = 12	P = 16	C = 16
D = 24	D = 10		D = 12
E = 16	E = 6		E = 8

Meeting the college deadline for university applications will:

- Leave more time for revision and study and reduce anxiety
- Give a student a sense of determination and able them to plan for their final term as offers will be received before Christmas
- Improve determination and help the student to focus
- Ensure that students have a choice of destination – offers of places are made as applications are received
- Provide ample time to prepare for an interview or prepare a portfolio if required

#### **Some useful websites**

[www.ucas.com](http://www.ucas.com)

[www.topuniversities.com](http://www.topuniversities.com)

[www.whatuni.com](http://www.whatuni.com)

[www.university.which.uk](http://www.university.which.uk)



Whoever you are, whatever your background - if you want to get your career going, an apprenticeship is a great place to start.

An apprenticeship gives you both work experience and qualifications by combining on the job training with study (usually one day a week) meaning you can earn while you learn. With some apprenticeships you can even get a degree.

It usually takes between one and four years to complete an apprenticeship depending on which level you take. Apprenticeships are available across a wide range of industries and many high quality, prestigious companies offer them.

The minimum wage for apprentices aged 16-18 is currently £3.50 per hour. The same applies if you're 19 and over and in the first year of your apprenticeship, after that you are entitled to the National Minimum Wage. However many employers pay more than this. Pay is dependent on the industry, location and type of apprenticeship, for example some higher apprenticeships can pay as much as £500 per week

At All Saints, we encourage all our students to consider apprenticeships as one of their options when making decisions about their future. With increasing numbers of quality, degree level apprenticeships, it makes sense to spend some time researching apprenticeship possibilities.

Here are a few websites that can help you get started:

**Get in Go Far** <https://www.getingofar.gov.uk/>

The national apprenticeship website offering support and advice. Over 25, 000 apprenticeship vacancies are advertised here daily.

**Mapped out** <http://www.gmlpf.net/mappedout/>

An online directory of Apprenticeships and other training opportunities for young people aged 16 to 18 on Merseyside.

**Get my First Job** <https://www.getmyfirstjob.co.uk/>

GetMyFirstJob will connect you with the best employers and training providers to get you on the right track faster. And it only takes minutes to sign up.

**Not going to Uni** <http://www.notgoingtouni.co.uk/apprenticeships-223>

An online apprenticeships guide that offers you advice on how to become an apprentice as well as listing apprenticeships from over 1000 providers.