

6 June 2023

Dear Parent/Carer and Year 11 Student

Re: Springfield Sixth Form Week, 26-29 June 2023

We are very much looking forward to our Year 11 students' last week of term and being able to offer them what we hope will be an engaging and different experience prior to their leaving school.

The prospectus for the week has been published on the school's website:

https://springfield.uk.net/images/files/examinations/Springfield_Sixth_Form_Week_Year_11_Prospectus_2023.pdf

Students should study this prospectus carefully and ensure that they **sign up to their preferred sessions no later than 3pm on Wednesday 14 June**. To sign up, students should complete the on-line sign up form using their Springfield Gmail account, accessible via:

<https://forms.gle/gy2hqEBPAHQ75hby8>

Please remember that to access the form, students must first be logged into their school Gmail account.

A few points that students must note before they complete the on-line form:

- We hope that students will sign up for as many classes as possible. When signing up for classes, they should note that they are required to do so in morning and afternoon 'blocks' that run from 9am to 11am; and from 11.15am to 1:15pm. If attending in the morning or afternoon (or both), the expectation is that they remain on site for that whole time.
- The sign up form notes the 'masterclasses' and other key activities that are on offer. If courses are oversubscribed, students will be automatically allocated an alternative class.
- Students should not opt for the same class more than once on the on-line form. For example, if they would like to attend 'Criminology', they should only select it once on one day, and not on both occasions that it is listed.
- It is not an expectation that students attend every morning and afternoon; we want them to experience a degree of choice and a sense of the sixth form experience. However, positive engagement and substantial attendance ($\geq 50\%$) is required for students to take part and also for them to be able to attend the leavers' event which commences at 2.30pm after the final classes conclude on Thursday 29th June.

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Year 11 students do not have to wear uniform during Springfield's Sixth Form week. However, non-uniform should be reasonably smart and appropriate for school; shorts, vest-tops, garments with slogans and similar are not acceptable. Students will be provided with an identity badge / lanyard which they will be expected to wear at all times while on site. The canteen will be open to Year 11 students at 11.15am. When not on site we would strongly recommend that students are contactable (via usual home contact numbers) and available in the unlikely event that a query or issue arises regarding their GCSE submission.

As you would expect, other school routines and expectations remain in place. Should a Year 11 student be unwell during the week when they should be attending classes, then please inform the Welfare and Attendance Office as usual.

Should students have any queries, they should liaise with their Tutor or Year Office Team in the first instance.

We very much hope that Year 11 students enjoy their last few weeks at school and wish them every success in their GCSEs.

Yours sincerely

Mr W Wharton
Deputy Headteacher

