

Welcome to The Bishop's Stortford High School

At The Bishop's Stortford High School we provide a truly all-round education

Our values:
Commitment
Aspiration
Respect
Integrity
Community



Ofsted - “**Outstanding**” in every category, March 2017

Year 12 Standards Evening

Tuesday 12th September

12AM – Mr Anthony Mullen

6th

FORM

Our Programme

- Who are we & what is the role of the Tutor?
- What skills do you need to find success?
- What further support is provided in Sixth Form?
- How else can parents support our students?

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What is the role of the Tutor?

- Academic Progress – the big picture
- Pastoral support and student welfare
- Post-18 guidance, including UCAS
- Point of contact for subject teachers and parents

The eTutor System



- Sixth formers at TBSHS are encouraged to take ownership of their own targets and ongoing progress, and are responsible for the recording of **meeting logs** after each 1-1 meeting they receive.
- This is done via the **eTutor** system.
- These logs are then emailed home, to enable parents to support students as they work towards their goals.

<u>Meeting Type:</u>	Standard 1:1 Meeting With Tutor
<u>Meeting Purpose:</u>	A student has a standard 1:1 meeting with their form tutor to receive guidance and support in helping them to achieve their target grades.
<u>Meeting Date:</u>	06/09/2021
<u>Meeting Participants:</u>	██████████ and Mr P Harris
<u>Progress Towards Previous Targets:</u>	Discuss USA and scholarships.
<u>Other Issues Discussed:</u>	Disappointing Gateway exams and discussed why this was and what can be done, ██████████ highlighted that he lacked motivation when at home.
<u>Short-Term Target:</u>	Create a timetable for working at home to become more efficient and hopefully increase his motivation.
<u>Long-Term Target:</u>	Develop good working habits at home and identify areas of weakness in his knowledge from Y12 and recap these. Identify the KPI's for subjects in relation to the targeted grades that he wants to achieve.
<u>Staff Comments:</u>	██████████ has identified where he went wrong for his gateways and the issue of lacking motivation when working at home, he needs to create a timetable and be more organized which will help with his motivation levels. He needs to realise that for A levels he can't level his revision/work to the last minute as that won't work but a consistent approach is the way to succeed.

**What skills do you need to
develop in 6th Form?**

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What study skills do you need in Sixth Form?

Sixth Form Students will work on these skills during their Tutorial Programme

- ✓ Motivation
- ✓ Goal Setting
- ✓ Improving Productivity
- ✓ Organisation
- ✓ Revision Skills
- ✓ Reflective Learning
- ✓ Time Management and dealing with pressure
- ✓ Dealing and responding to failure

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The Six Stage Revision Process

'The Bread & Butter of your study periods'

Organised folder

Understand all
material

1) Complete notes

Use specification
as check list

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Condensing
existing notes

Mind maps

2) Learn and recall notes

Open book past
papers

Posters

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3) Test and quiz yourself
on your own notes

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4) Complete past papers or exam questions

Closed Books

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**5) Mark past papers or
review mark schemes**

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6) Review weaknesses by
going back to step 2
(learn and recap notes)

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The Six Stage Revision Process

'The Bread & Butter of your study periods'

- Sounds bland doesn't it?
- If revision is exciting then you probably aren't doing it right!
- Remember you should be motivated to revise as these are the subjects that you have picked to study for the next two years!

Year 12 is the bedrock for success at A-level

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FACT

- The most successful pupils complete at least 4 rounds of steps 4/5/6 (complete, mark and review exam papers) before each module exam!!!
- **15 hours of independent study** has been proven to be the minimum figure to get an A grade.

What mistakes do students tend to make?

- Not completing their notes early enough
- Spending too long only recalling information
- Not reviewing their weaknesses
- Starting this process too late
- **NOT MAKING EFFECTIVE USE OF THEIR STUDY PERIODS**

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How we work together for successful learning:

1. Work ethic + ability to **study** effectively
2. There are life skills we want students to develop, but there are also study skills!

Two factors combined = SUCCESS

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What other support is provided
at TBSHS?

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The Academic Support Programme from SFMT

- Supportive programme for students who require **additional guidance** in order to reach their target grades
- Provide help in a variety of ways including **organisation, revision, examination techniques** and **time management**
- **One-to-one interventions:** students will gain specific and tailored advice
- **Set short-term targets** to ensure steady progression towards their target grades
- This is a **step above intervention and support by Subject Teachers**
- Programme runs **in addition to support offered by Subject Teachers** in departments

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The Academic Support Programme

Tier 1	<ul style="list-style-type: none">- Additional meeting with tutor once per half term- Discussion of independent study habits and folder checks
Tier 2	<ul style="list-style-type: none">- Additional meeting with SFMT at least once per half term- 1hr weekly supervised study
Tier 3	<ul style="list-style-type: none">- Additional meeting with tutor once per half term- Meeting with STM each week with supervised study Thursday after school 3:00-5:00pm

Other key members of staff to support you:

- **Claire Jonas** – *Careers Advisor*
- **Fiona Price** – *Post-18 Coordinator & Competitive Admissions Supervisor (former Oxbridge student herself)*
- **Lauren Bishop** – *School Librarian – support for EPQ and research materials*
- **Alison Matthews** – *SENCo*
- **Lily Chan** – *Exams Officer*

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Not sure? – Ask your tutor or SFMT

Keeping in touch

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Regular ways to stay in contact.

- Parents will receive a weekly electronic **Parental Bulletin**
- Sixth Form parents and students will also receive a regular **Post-18 Bulletin** by email that provides more specific information for Sixth Formers to help them plan their next steps and strengthen their applications for university, apprenticeships or jobs
- **Interim and full reports** for students and parents are made available (in PDF format) via the Edulink App / website and the Student-Gateway website (TBSHS Timetable/Reports) respectively

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TBSHS uses Edulink One to link to our management information system



- <https://www.edulinkone.com/> and input the school code *tbshs*
- You will be emailed login details
- A full guide will be sent in following this presentation

Downloading the Edulink One App



Downloading and Using the App

The Edulink One app is available for iOS and Android devices. You can download from these links or search in the App or Play stores.

Apple App Store

<https://itunes.apple.com/gb/app/edulink-one/id1188809029?mt=8&ign-mpt=uo%3D4>

Android Google Play

<https://play.google.com/store/apps/details?id=com.overnetdata.edulinkone&hl=en>



If you have more than one student in school, it's easy to switch between each one. Just select which child you would like to view in the top right-hand corner. If you can't see all your children that attend the same school, please contact your school.

The screenshot shows a parent portal interface. At the top left, there is a gear icon and the text "Hello, Parent Demo". To the right, under the heading "CHILDREN:", there are two profile pictures labeled "Child 1" and "Child 2". A red arrow points from the text box above to the "Child 1" profile picture. The main dashboard features a central circular profile picture of a young boy. Surrounding this profile picture are twelve colorful circular icons, each with a label: "ACHIEVEMENT" (trophy), "ATTENDANCE" (screen with graph), "CATERING" (apple), "DOCUMENTS" (document), "HOMEWORK" (briefcase), "PARENTS' EVENING" (two people), "BEHAVIOUR" (exclamation mark), "FORMS" (document with pencil), "ABSENCE REPORTING" (bell), "TIMETABLE" (clock), "MORE" (three horizontal lines), "NOTICEBOARD" (document with checkmark), and "UPDATE INFORMATION" (document with pencil). At the bottom, there is a "CALENDAR" icon showing the number "23".

Absence Reporting



This feature allows you to send a direct message to the school's attendance officer to notify the school of your child's absence or upcoming absence.

The example below shows you how to select the time and date for the absence request and the reason for the absence.

From *
Select start date and time

To *
Select end date and time

Reason for Absence *

SEND CANCEL

- Please report any absences on each day by 08:30 via the 'Absence Reporting' function
- Evidence for medical appointments needs to be attached (e.g. screenshot or letter of appointment confirmation)
- Permission for other planned absences can be obtained via sixthform@tbshs.org

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How else can parents support our students?

- Successful students should be completing at least **15 hours of independent study a week**. This time needs to be evenly spread across chosen subjects.
- Help your son/daughter **avoid distractions** whilst at home!
- Ask to see their folders!

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Folders should....

- Have a clearly labelled A4 File for each subject, with topic dividers
- Have the specification/syllabus at the front of the folder
- Have smaller file(s) with dividers for weekly note taking
- File notes into the main subject binder weekly (ensuring they have any necessary information with them for the next lesson)

Folder checks do take place at school and can result in detentions!

SIXTH FORM FOLDER REVIEW Year 12

THIS DOCUMENT SHOULD BE KEPT IN FRONT OF STUDENT'S FOLDER!

<i>ORGANISATION</i>	<i>CRITERION MET/</i>
Is work in a secure <u>folder</u> ?	Yes / No
Is a <u>specification</u> included in the file?	Yes / No
Is the work <u>organised</u> into sections relating to the specification?	Yes / No
Is work titled and are subheadings used?	Yes / No
Are the notes summarised in the student's own words with key points distinguished?	Yes / No
Is the <u>classwork/note taking</u> complete?	Yes / No
Is the <u>homework</u> complete?	Yes / No
Is there evidence of a bank of past examination questions developing?	Yes / No
<i>OPTIONAL SUBJECT – SPECIFIC CRITERIA:</i>	
	Yes / No

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How to get in contact?

- tutor.name@tbshs.org
- For another member of staff, please email office@tbshs.org and write - *'Please forward to (name)'* in the title.
- sixthform@tbshs.org