

# Welcome to The Bishop's Stortford High School



Ofsted - '**Outstanding**' in every category, March 2017 & May 2023

# **Year 12 Standards Evening**

**Tuesday 9th September 2025**

**Mr D. Reeve**  
**Headteacher**





Courtyard 3

Courtyard 2

Courtyard 1

SFC

Main Entrance

School bus & parent  
drop-off

Sixth Form Parking

Public bus drop-off



# Year 12 Standards Evening

**Mr G. Munro**  
Head of Sixth Form

**Our most recent Ofsted report, from May 2023, judged TBSHS to continue to be an 'Outstanding' school.**

*"Pupils achieve highly at this stunning school."*

*"Sixth Form students regularly secure the top grades at A-Level."*

*"Sixth Formers are excellent role models for the younger pupils."*

*"Students appreciate the staff's willingness to go 'above and beyond' in the time they give."*



6<sup>th</sup>

FORM

# Programme

## ■ Welcome and How does our Sixth Form produce successful students?

- **Mr G. Munro**
- *Assistant Headteacher, Head of Sixth Form*

## ■ Expectations and Pastoral Support

- **Mrs K. Howe**
- *Deputy Head of Sixth Form*

## ■ Academic Rigour

- **Mr S. Mariner-Goff**
- *Deputy Head of Sixth Form*

## ■ Special Educational Needs provision

- **Mrs A. Matthews**
- *SENDco*



# *Tonight's key question:* **How does our Sixth Form produce successful students?**











## Academic Progress

- ✓ Hard work
- ✓ Academic Rigour
- ✓ Conditions of private Study
- ✓ Testing Weeks
- ✓ *Rule of 10%*

6<sup>th</sup>

FORM



## Personal Development

- ✓ Post-18 Support
- ✓ High Standards (behaviour and dress code)
- ✓ Oracy
- ✓ Leadership
- ✓ Kindness, empathy, service before self.

6<sup>th</sup>

FORM

# Work Experience

- 15<sup>th</sup> to 19<sup>th</sup> June 2026
- **All Year 12s will be out of school for Work Experience**
- They will have to organise a placement themselves
- More information and paperwork will be provided in due course
- It is important to **start thinking and approaching possible employers early**
- This is the only time we will authorise – 13 weeks of holiday.



# Extracurricular & Community



Get involved with things outside the classroom.

But “earn” the right.

Ensure your academics are on-track.

6<sup>th</sup>

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**6<sup>th</sup>**  
**FORM**

***Community Trip w/c Monday 29<sup>th</sup> September***



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Tonight's key question: **How does our Sixth Form produce successful students?**



# Year 12 Standards Evening

**Mrs K. Howe**

Deputy Head of Sixth Form

# Expectations & Pastoral Support

- ✓ Attendance and Punctuality
- ✓ Procedures
- ✓ Dress code
- ✓ Student Drivers
- ✓ Standards Detentions
- ✓ Pastoral support and The Black & Gold Community

# The School Day

**08:30 – 08:40 AM Registration**

**08:40 – 09:40 Period 1**

**09:40 – 10:40 Period 2**

**10:40 – 11:00 Break**

**11:00 – 12:00 Period 3**

**12:00 – 13:00 Period 4**

**13:00 – 14:00 Lunch**

**14:00 – 15:00 Period 5**

**15:00 – 15:30 PM Registration**



**6<sup>th</sup>**

**FORM**



# When should you be in?

- **By 8:28am** every day (can be earlier!)
- **Until 3:30pm** every day\*

\*students may sign-out at 3:00pm on Wednesdays if they do not have a 1-1 meeting.

*Any one-off changes to this will be communicated in good time.*

# Punctuality

- **School Value: Respect** (times of the day, staff, learning)
  - **Start of the day**
  - **After lunch**
- 
- **Punctuality.** It's always the first thing we are asked for in a reference.

## Attendance

**90% = ½ day missed each week**

**1 school year at 90% = 4 whole weeks of lessons missed (20 days)!!!**

**90% over 2 years of Sixth Form = ½ Term missed**

**6<sup>th</sup>**

**FORM**



# Absence Procedures

**1. Edulink** – Use the Edulink app to report illness (by 8:30am on each day of absence) and medical appointments.

**2. Requesting absence - *driving tests or University visits***, should be made in writing to [sixthform@tbshs.org](mailto:sixthform@tbshs.org) with evidence e.g. screenshot of test.

**3. Signing in & out** - Signing out is done in the main reception area. Any student needing to leave during the School day for an appointment etc., **must have already requested this absence** (see above). Students without an authorised request already marked on their register will not be allowed off site until contact has been made with a parent/carer.

**4. Late Arrival:** Any student missing a form-group registration, either morning or afternoon for any reason, should **sign in late** in the main reception area.

**5.** If the App is not accessible, parents can ring the attendance line (01 279 869555)

**6. Illness at school** - If any student falls ill during the school day, they must go to the medical room to be seen by a first aider who will then decide, in conjunction with a member of SFMT, whether to contact a parent/carer to arrange collection. **The student is not to contact home or leave site first.**

# TBSHS uses Edulink One to link to our management information system



- <https://www.edulinkone.com/>
- School code **tbshs**
- You should have login details

# Dress Code

- Sixth Formers as **role models**
- Proud of our formal approach
- Aiming to empower
- Certain “non-negotiables”
- Please support the school: students have signed up for this.
- Sanctions (*warning, Standards Detention, home to change*)
- All information is available on our website

# Standards Detentions

***Friday 3.30 – 4.30/5.30 pm in Sixth Form Study Room.***

- Deterrent not punitive
- *"Win the things that don't require talent"*
- Could be given for:
  - Dress code infractions
  - Missed duties (not until spring term)
  - Misuse of mobile phones
  - Chewing gum
  - Airpods



# Student Drivers

- Learn2Live presentations
- Authorising theory and practical tests (email with booking screenshot)
- Signed driving policy
- Student car park is first-come-first-served
- Safety and consideration

# How do we support you?

- ✓ Form tutors – one-to-one mentoring and support
- ✓ Sixth Form Management Team
- ✓ PSHCE and Citizenship
- ✓ Post 18 – Careers and UCAS
- ✓ Bursary (financial support)
- ✓ Enrichment
- ✓ School counsellor and other signposting

6<sup>th</sup>

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## General Information

Welcome to our Sixth Form

Enrichment

Extracurricular Activities and Student  
Societies

Starting Sixth Form life at TBSHS

Paired Reading, Numeracy & Peer  
Mentoring Programme

16-19 Bursary Fund

Choosing the Right Course

Entrance Requirements

Sixth Form Guide

# 16-19 Bursary Fund

The fund is made available from the government through its funding body, the Bursary Fund, to provide assistance to students who are 16-19 years old whose access to, or completion of, education is inhibited by financial constraints or barriers.



# Extra-curricular & Enrichment

- ✓ Personal development at TBSHS
- ✓ Work-life balance, which is also important at university / in employment
- ✓ Ultimately, your health – body and mind
- ✓ You will work BETTER as a result
- ✓ Experience/qualifications will enrich your life/career/aid applications in the FUTURE
- ✓ You CAN do it all – good systems



# **Year 12 Standards Evening**

**Mr S. Mariner-Goff**

**Deputy Head of Sixth Form**

# Post-18 Support at TBSHS



**Mrs K. Radford - Post-18 Co-Ordinator.**

**Mr S. Mariner-Goff - Post-18 Adviser.**

[post18@tbshs.org](mailto:post18@tbshs.org)

# Post-18 Timeline

- **Student Introduction to Post-18 – 23<sup>rd</sup> September 2025**
- **Post-18 Information Evening – 3<sup>rd</sup> March 2026**
- **Oxbridge Information Evening – 11<sup>th</sup> March 2026**
- **BSET Futures & Universities Convention, Bishop's Stortford College – 17<sup>th</sup> January 2026**
- **Post-18 Education and Preparation – rest of Spring and Summer terms**

# Post-18 Opportunities

- **University:**
  - Open Day Visits completed in Summer term
  - Personal Statements started in Summer term
  - Applications finalised and sent in November of Year 13
- **Apprenticeships/Employment:**
  - CV Education during Spring Term of Yr12
  - Ongoing Careers support
- **Ongoing** – Weekly Careers Notices, Careers Workshops, Monthly/fortnightly Post-18 Bulletin



# What is Academic Rigour?

- Wider reading beyond the syllabus without being asked – “**working without instruction**”
- Being **proactive** outside of lessons rather than simply reactive to tasks set by teacher
- **Questioning** and academically **curious** outlook
- **In-depth knowledge** and understanding rather than superficial knowledge
- Awareness of the **amount** and **quality** of work needed
- Acceptance of and preparation for **regular testing** – student ownership

# How do we promote academic progress?

- Regular in-class testing
- **Year 12 Testing Week** – 22<sup>nd</sup> September
- **1:1 meetings with form tutors** – setting targets and discussing issues
- **Sharing information** with parents/carers
- **Post-18 Gateway Examinations** – June

# Making the right start



- ✓ **Using study periods effectively.** Where are you sitting? With whom? Phone?
- ✓ **Independent study** in addition to classwork and homework, incorporating **review and practice**
- ✓ **Follow advice** from subject teachers
- ✓ **Seek extra help** – subject clinics, ask teachers
- ✓ **Organisation** is crucial

## Bring Your Own Device (BYOD)

- You are strongly advised to bring your own device for study.  
e.g. Laptop or tablet (not just a phone)

## Rental scheme

- Rent a fully insured, 2-in-1 Windows 11 laptop with *Active Pen* via a Tablet Academy endorsed provider
- Approximate cost is £25 per month for 2 years with option to own the device outright when you leave
- Subsidised cost for students in receipt of 6th form bursary

### **TBSHS provides**

- Dedicated, silent study space with cloud-based printing
- Free, full Microsoft 365 license (Equivalent value £120)
- Easy access to charging and Superfast Wi-Fi network





# The cost of paid work



- **Over 9 hours per week = 1 grade dropped per subject.**
- Long evening working hours adversely affects performance at school
- Inflexible working hours are not appropriate at exam times
- What is your priority for the next two years?
- Stress and burnout

# **Year 12 Standards Evening**

**Mrs A. Matthews**  
**SENCo**

# Special Educational Needs and Support

6<sup>th</sup>

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Please speak to the SENCo if:

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You received learning support in your previous school.

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Had a ONE Plan or Individual learning plan.

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Have a diagnosed learning need.

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Have a diagnosed medical/complex needs.

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# Exam Access Arrangements





Joint Council for  
Qualifications <sup>CIC</sup>

A centre (school) must make decisions on appropriate access arrangements for their candidates. Although professionals from other organisations may give advice, they cannot make the decision for the centre. They will not have a working knowledge of an individual candidate's needs and how their difficulties impact in the classroom and/or in timed assessments. It is the responsibility of the SENCo to make appropriate and informed decisions based on the JCQ regulations.

6<sup>th</sup>

FORM

Your Secondary School **WILL** send your EAA forms to us,  
so please do not worry.

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Transfer of access arrangements from GCSE to A level/BTEC  
is **NOT** automatic.

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The school is required to assess the evidence from a  
student's previous school against current JCQ criteria.

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**6<sup>th</sup>** The centre must determine the arrangements for the  
candidate's examinations and not a specialist. (JCQ, 2024).

# Evidence: Medical need

Diagnosis of medical needs (including mental health and anxiety) **MUST** be from an NHS medical professional.

It **CANNOT** be a letter from the GP.

The school are not obliged to accept evidence from a private assessment.



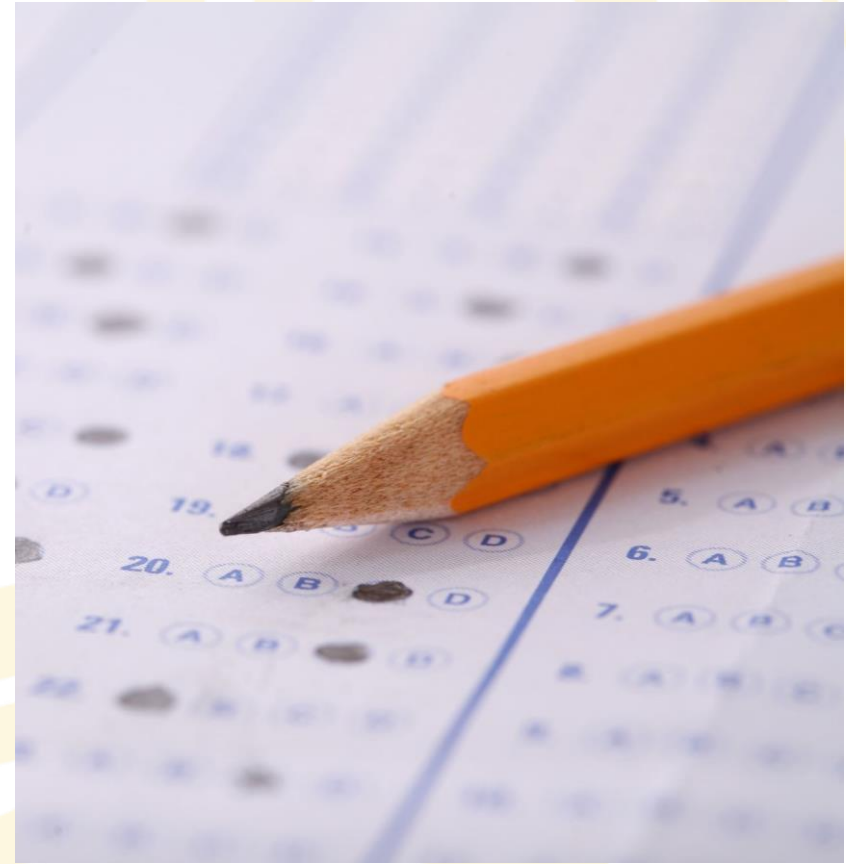
# Learning needs: Private Assessments

Any recommendations made following a private assessment in relation to exam access will be considered by the school, however, the assessment itself **cannot** be used to apply for any exams access arrangements.

This means that the school may decide to assess a student formally for these even if the assessor has already assessed her/him/they/them.

As the school and professionals use many of the same tests, it is recommended that no test should be repeated within a six-month period.

Of course, the school can trial any access arrangements recommended by the report in the interim.



# Special Consideration

It is the responsibility of the exams office to deal with any requests.

Please be aware that even in the most adverse circumstances, for instance, the loss of an immediate family member, the maximum adjustment is 5%.

The school are not informed of the final decision.



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# Contact Details

- [sixthform@tbshs.org](mailto:sixthform@tbshs.org) - 01279 869531
- [senco@tbshs.org](mailto:senco@tbshs.org) - Alison Matthews, SENCo
- [exams@tbshs.org](mailto:exams@tbshs.org) – Lily Chan, Exams Officer
- [claire.jonas@tbshs.org](mailto:claire.jonas@tbshs.org) – Careers
- [post18@tbshs.org](mailto:post18@tbshs.org) – Post-18 support

**See follow-up email for a summary of absence procedures  
(also in the Sixth Form Guide on our website)**

### General Information

Headteacher's Welcome
Guide to Beaumont Avenue
Our Values
Our Expectations
The Governors
Staff List 2024-25
Policies
Safeguarding
Ofsted
Examination Results Tables
Green Team – Climate Change & Sustainability
Pupil Premium
Free School Meals
Alumni
Obituaries

### Associations

## Policies and Information for Parents

Please find below our school policy documents. If there is anything you are unable to find, please contact the school office for further assistance.





### Information for Parents

Please find lower down this page, additional Information for Parents & Carers.

[Click here for our Admissions Policy](#), which is updated annually.

[GDPR policies & FoI information Policies](#) are [here](#).

### School Policies

	Register Of Business And Interests June 2025
	Attendance Policy 2023-26 (Updated November 2024)
	Behaviour For Learning Policy 2023-25 (Updated February 2025)
	CEIAG Policy 2025-27



### General Information

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Sixth Form Guide
Teaching and Learning

Dear Sixth Form Student,

Congratulations on your GCSE results and on your entry into our Sixth Form.

Term starts on **Thursday 4<sup>th</sup> September** and you should arrive in school for a welcome assembly at 9:00am. A programme for the first day will be emailed to you and I would be grateful if you would attend in full uniform.

As it is the first day, students will need to be on site for lunch (from Thursday 5th September onwards students will be allowed off site for lunch). Students may either purchase a school lunch (£3.55) or bring in a packed lunch. A Sixth Form tie (£9.00) or brooch (£2.00) will also need to be purchased on the first day, therefore, please bring either cash or a contactless card. Existing TBSHS students may use their ParentPay account to pay for a school lunch.

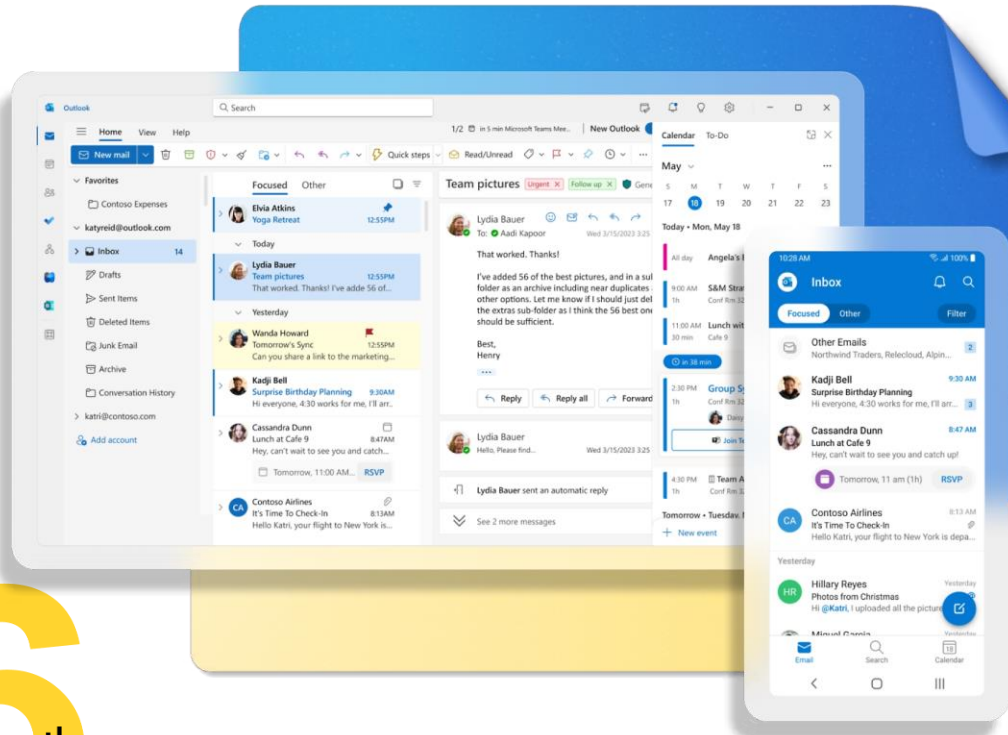
If you wish to rent a locker, you will need an additional £10 (see section 10.12 Lockers) which again can be paid in cash or by contactless card. This will also be available on ParentPay.

Full details of our dress code are on our [website](#). Please read through this guide fully so that your first day runs as smoothly as possible.

In the email that you have received confirming your place, there is a link to our on-line system where you will be able to officially accept your place and, most importantly, complete all required registration information. It is vital that **this is completed by Friday 22nd August**. Please contact Admissions for a hard copy to be sent to you **ONLY** if you are unable to access the internet and complete the forms online. Please also print off the Biometric Consent Form included in

6<sup>th</sup>

FORM



6<sup>th</sup>  
FORM

**Don't Forget to**

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