



Kind

Ambitious

Determined

Headteacher: Mr G Green

FAKENHAM
ACADEMY
January 2024

Dear Parent / Carer,

The new term has started really well with students engaged in their learning and excited to pick their enrichment activity for this term.

Autumn Reports

All students have received their Autumn report. This included Minimum Expected Grades (MEGs) for each subject and current working grades based on class assessments. We will be working with students to ensure they meet their MEGs in all of their subjects. This will include students having conversations with their teachers, form tutors and, where necessary, parents being invited in to discuss progress with the Sixth Form Team. Please discuss your young person's report with them. If you did not receive the report please contact Mrs Harvey j.harvey@fakenhamacademy.org so we can ensure you get a copy of the report.

Home Study Applications

Students are able to apply for home study in which they can pick three sessions a fortnight, when they have no timetabled sessions, in which they can go offsite. Students will need to meet the following criteria to get this authorised.

- Have good attendance (95% or higher)
- Working hard inside and outside of lessons.
- On target to meet their Minimum Expected Grades (this is defined as being one grade below the MEG or higher).

To apply for home study, students will need to complete this online form:

<https://forms.office.com/e/kjmPkVx9wr>

Students will receive an email to state whether their application for home study has been successful or not. **Students are expected to be on site from 8.45am to 3.20pm (except lunch and break time) if they have not been granted 'Home Study'.**

Good Study Habits

All Sixth Form students are making study timetables in registration to ensure they use their time wisely. The number of hours spent studying is directly correlated to their academic outcomes. We have encouraged students to add some relaxation time and hobbies to their plans to ensure they have a balance of academic and non-academic activities. We will be taking copies of these plans to have at Sixth Form and for each student but also for them to bring home to you. Please discuss this with your child and encourage them to follow the plan.

HOURS PER WEEK	GRADE
5 HOURS One hour per day Mon-Friday & nothing the weekend	U/E BTEC Fail
10 HOURS One and half hours per day Mon-Friday & 2-3 hours at the weekend	D BTEC Pass
15 HOURS Two hours per day Mon-Friday & 5 hours at the weekend	C BTEC Pass
20 HOURS Three hours per day Mon-Friday & 5 hours at the weekend	B BTEC Merit
25 HOURS Four hours per day Mon-Friday & 5 hours at the weekend	A/A* BTEC Distinction



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Work Experience

Reminder- All work experience forms are due to be handed in **by March 4th**. If there are problems finding a placement, our Careers Advisor, Mrs Foster, is happy to help. Pop and see her in Sixth Form on a Wednesday or email her at m.foster@fakenhamacademy.org

Fakenham Sixth Form Question Time

On Friday 2nd February we are holding a Fakenham Sixth Form Question Time event. We have the Broadland Parliamentary candidates from the Conservative Party, Green Party, Labour Party and Liberal Democrats as well as the Bishop of Kings Lynn, coming into Sixth Form to answer students' questions about local and national political issues. All students are required to attend as this is part of the students Personal Development curriculum.

Attendance

Attendance is the key to success therefore we wanted to take this opportunity to remind you of the importance of good attendance. Students are expected to attend all timetabled sessions, this includes Registration, Enrichment and Future Skills alongside their subjects in order to support students' academic and personal development. If a member of staff is absent, due to illness or training, students will be set work on ClassCharts and where possible a cover teacher will be in with the class. If there is no cover teacher, students must go to S07, the Study Room, to register and complete the work set, so we have an accurate record of attendance. Students who have a good attendance of 95% or higher will be congratulated for this. Students who have attendance below this will receive attendance letters and will follow the process outlined in our policy, on our website [Sixth Form Policies and Documents - Fakenham Academy \(fakenhamacademynorfolk.org\)](http://fakenhamacademynorfolk.org)

Online Platforms

We use a range of online platforms to give you information about your young person. You should be able to access the following platforms, if you are experiencing difficulty with this, please contact Mrs Harvey on the email address below:

- ClassCharts for information on behaviour, rewards, attendance and announcements.
- Expressions for letters and timetable information.
- WisePay to pay for food and trips.

Thank you for your continued support. If you have any questions or concerns, please do not hesitate to contact your child's form tutor or the Sixth Form Team.

Sixth Form Administrator: j.harvey@fakenhamacademy.org

Sixth Form Pastoral Lead: s.marshall@fakenhamacademy.org

Head of Sixth Form: l.marshall-smith@fakenhamacademy.org

Yours faithfully,

Mrs Marshall-Smith

Assistant Headteacher-Head of Sixth Form