BeauSandVer

BSV

EDUCATION TRUST

St Albans

BeauSandVer

Partners in BeauSandVer Education Trust

Sixth Form Success

Important Telephone Numbers

Absence Line	**01727 732962**	**01727 799564**	**01727 754101**
School Exam Centre Number	**17511**	**17535**	**17547**
School UCAS Number	**11152**	**11157**	**11161**

UCAS Customer Service Telephone number 0371 468 0468

Beaumont School – School Day

Day	Registration	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7
Monday - Thursday	08.30 - 08.45	08.45 - 09.30	09.30 - 10.15	10.15 - 11.00	11.25 - 12.10	12.10 - 12.55	13.55 - 14.40	14.40 - 15.25
Friday	08.30 - 08.45	08.45 - 09.30	09.30 - 10.15	10.15 - 11.00	11.25 - 12.10	12.10 - 12.55	13.55 - 14.40	

Sandringham School – School Day

Day	Registration	Period 1	Period 2	Period 3	Period 4	Period 5
Monday - Friday	08.30 - 08.50	08.50 - 09.50	09.55 - 10.55	11.15 - 12.15	12.20 - 13.20	14.05 - 15.05

Verulam School – School Day

Day	Registration	Period 1	Period 2	Period 3	Period 4	Period 5
Monday - Friday	08.35 - 9.00	09.00 - 10.00	10.00 - 11.00	11.20 - 12.20	12.20 - 13.20	14.10 - 15.10

Twilight sessions may be timetabled for some students.

You will be expected to attend all your course lessons at the consortium school(s) even if your 'home' school is closed.

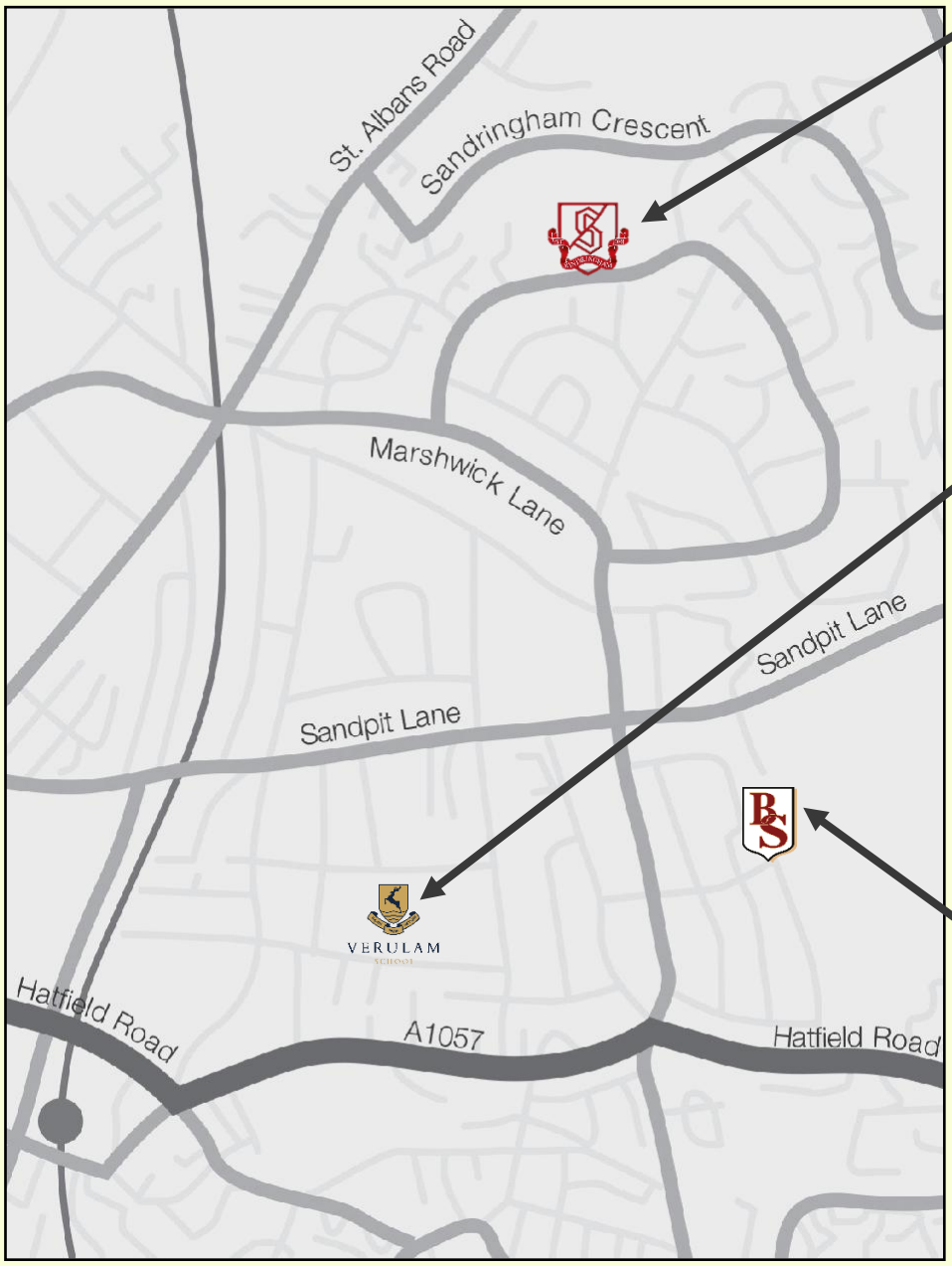
It is YOUR responsibility to inform staff when you are going to be absent from school for any reason.

BeauSandVer

BSV

EDUCATION TRUST

Where you can find us



Sandringham School

The Ridgeway
St Albans
Hertfordshire
AL4 9NX

T: 01727 799560

admin@sandringham.aetrust.uk
www.sandringham.herts.sch.uk

Verulam School

Brampton Road
St Albans
Hertfordshire
AL1 4PR

T: 01727 766100

admin@verulam.aetrust.uk
www.verulamschool.co.uk

Beaumont School

Austen Way
St Albans
Hertfordshire
AL4 0XB

T: 01727 854726

admin@beaumont.school
www.beaumontschool.com

Transport

We operate a shuttle bus service between the three schools. If you are using consortium transport, it is important that you arrive promptly at the pick-up point at the start of break for the minibus. At lunchtime, two minibus shuttles operate as per the timetable below. Poor behaviour is not acceptable on the consortium minibuses and will result in a service being withdrawn, so it is important that all students act responsibly. If you cycle to school, please lock your cycle in the racks provided at each of the schools.

	SANDRINGHAM BUSES Sandringham – Verulam shuttle	BEAUMONT BUSES Beaumont - Sandringham shuttle	VERULAM BUSES Verulam - Beaumont shuttle
BREAKTIME	Verulam pick up Sandringham Verulam Sandringham	Sandringham pick up Beaumont Sandringham Beaumont	Verulam pick up Beaumont Verulam Beaumont Verulam
LUNCH	Verulam Sandringham Verulam Sandringham Verulam	Beaumont Sandringham Beaumont Sandringham Beaumont	Verulam Beaumont Verulam Beaumont Verulam

Notification: Engaging Minds

This is a series of lectures from eminent visitors on topics that are highly relevant to Sixth Form studies and beyond, covering a broad range of political, economical, social, environmental, scientific and cultural themes. The lectures are generally held in Verulam School Hall on a Friday afternoon. Full details of the Engaging Minds programme will be available in September.

Importance of the Form Tutor

As has been the case in the rest of your secondary school experience, the form tutor plays a crucial role in your chances of achieving success in the Sixth Form.

Your tutor is not simply the person who registers you, he or she takes a real interest in everything that you are doing in school and outside of school, all of which allows your tutor to build up a picture of you as a whole.

Your tutor is your first port of call to discuss problems and also to celebrate your achievements. Your tutor is there to support you in your studies and to offer you advice. Your tutor will be the person who has the most input into your references when you leave school.

Study Sessions

It is your responsibility to use these sessions in an efficient and productive way when you are not being taught. It is important for you to realise that in order to do well you need to work outside of the lessons to extend your knowledge, skills and understanding of your subjects to a greater depth.

In addition to the school library there are study areas where you can do work in each of the schools and other classrooms may also be available for you to work in. You will receive advice about how to use this time sensibly and your use of study sessions will be monitored.

Attendance

Educational research shows that the biggest influence on students' examination success is their attendance. You will be electronically registered at the beginning of each lesson and the mark will be recorded on to the consortium database.

There will be weekly checks on attendance and if we are concerned about your attendance levels we will contact parents. If there is no improvement action will be taken.

ID Cards

You will be issued with a photo ID card which you should wear on a lanyard at all times and ensure photograph is visible.

Safeguarding

It is of paramount importance that you tell a member of staff if you are concerned about your own well-being or that of someone else. Staff who can help can be found in the Sixth Form Office. Posters are displayed in each school identifying key staff.

Hertfordshire Services for Young People

Career and Post-18 guidance interviews can be arranged through your Sixth Form office.

Code of Dress

As part of the Sixth Form, we expect you to dress appropriately. You must respect the dress code of each school in the consortium. This dress code will be applicable to examination periods as well as to the rest of the academic year. You may be refused entry to a school/exam room if you are inappropriately dressed.

Part-time Work

Whilst we understand that a degree of financial independence is important and it is also well known that you can develop useful skills from paid employment; it is an unfortunate fact of life that some students get the balance between academic work and paid employment wrong.

National research and research in our own schools show that too much time spent on part-time work will mean lower results. We recommend that you do not go beyond 10 hours of part-time work in any school week.

You must not engage in paid employment during school hours, as this invalidates your official status as a 'full time student'. Any student found in breach of this must desist or be removed from the school roll.

Progression from Year 12 to 13

Threshold exams take place during the summer term in Year 12 and you will find them on the calendar. **External exams** take place as per the exam calendar.

Please note that in order to continue your courses into Year 13, you must pass your A Level threshold exams. If you are studying Applied Level three courses (e.g. BTECs), you need to have completed and passed all assignments and exams to progress to Year 13.

Note that for consortium students:

- Students will normally take external exams at their home school. Threshold exams, at the end of Year 12, will normally be taken at the school where they are studying the subject.
- Students must inform all their subject teachers and exam officers well in advance if they are entitled to special examination arrangements.

Assessment and Reports

We will report regularly on your progress at a number of times during the year. The likely pattern is as shown below:

Year 12

- Report 1 (November)
- Parent Teacher Consultation (February)
- Report 2 (April)
- Threshold exams (June)

Year 13

- Predicted A level grades (September)
- Report 1 (November)
- Parent Teacher Consultation (November)
- Report 2 (March)
- A Level exams (May/June)
- Results (August)

Mobile Phones

Each BSV school has a mobile phone policy which you must follow. Failure to do so could result in the confiscation of the phone for a fixed period. At all schools, the use of mobile phones to video or photograph members of staff is strictly prohibited.

Health and Safety

You must abide by the health and safety regulations in each of the schools. You will be given specific instructions about these rules by your class teachers and tutors.

Fire and Emergency Procedures

On hearing this signal, please follow the procedure below:

- Leave the building by the nearest exit
- Please walk, do not run
- Do not stop to collect personal belongings
- Assemble quietly in the designated areas so that registers can be taken
- Do not re-enter any building until an all clear signal is given and you are told to do so by a member of staff.

Fire drills are held regularly and are carried out for your safety.

Contact Information

You must keep your home school informed of any changes to your personal details and/or contact information.

Medical Information

It is your responsibility to keep each of the schools where you are taught informed of any changes to your medical information. If you require personal medication, it is your responsibility to carry it.

VERULAM
SCHOOL