Sixth form subject support policy

Aims:

- To give curriculum areas more control and influence over intervention strategies.
- To have a clear hierarchy of process relating to subject performance
- To ensure that all stakeholders have a clear understanding of their commitments.
- To have a uniform approach to intervention

Department Areas:

CurL's are to decide and make available their policy on:

1) Lateness to lessons.
2) Unauthorised absence to lessons.
3) Missing work.

This information is to be outlined in course literature, induction and intermittently throughout the course.

Dept policies will be adhered to consistently.

Policy must be based on most suitable strategy to effectively support students. It must reinforce standards without disadvantaging students.

All dept support policies must be readily available to all staff, students and parents – via the 6th form area of the website.

Sanctions will be decided and implemented by the individual departments.

Sanctions, under-achievement, intervention and next steps advice will be recorded in dept minutes. This should be a standard item on dept meeting's agenda.

Subjects will have the option to place a student on a subject specific contract:

1 – Deadline contract

2 – Punctuality contract

3 – Attendance contract

The 1 to 1 log:

The 1 to 1 log is the record of dialogue, intervention and support given to each individual student.

The 5 main areas of input will be from:

1 – The form tutor – record of 1 to 1 tutor discussions, UCAS references etc

2 – Subject teachers – logging any subject related information

3 – Careers advisor – logging outcomes of careers meetings

4 – 6th form admin – updating issues relating to attendance and communications from home.

5 – The 6th form leadership team – any issues from PJW / CJ

Updated: Jan 2017