



Welcome to St Joseph's College

YEAR 12 PARENTS INFORMATION EVENING

Introductions & School Background

MS MELISSA ROBERTS (HEAD TEACHER)



Our Distinctive Catholic Nature



In everything that we do our Catholic faith is central.

Our school sits in the Archdiocese of Birmingham.

Not strictly a diocesan school although monitored by it.

Founded by the Christian Brothers in 1932.

A religious congregation focused on education and one that is still active.

6 continents.

25 countries.

Approximately 200 schools, 20,000 staff and 200,000 at any one time.



“I have come so that
you might have life
and have it to the
fullest”

JOHN 10:10

External Sixth Form Review



Students from different cultural, ethnic, religious and academic backgrounds work very well together within a culture of mutual respect. There is a palpable sense of community.

There is a culture of high expectation in the Sixth Form with a strong work ethic. The College sets clear boundaries for its students ensuring they develop very good work habits.



The teacher/student relationships are very strong. Students feel very supported by their teachers and the Sixth Form Pastoral and Leadership team. Students made frequent reference to how their teachers were prepared to 'go the extra mile' with them.

The College provides a wide range of extra-curricular opportunities to help students develop their skills, particularly impressive were the opportunities for developing oracy and leadership.

Students benefit from exceptional pastoral care and learning support that helps them achieve their aspirations.

Diocesan inspection in 2022



The highly experienced pastoral leadership is valued and appreciated by students and parents alike and all staff are felt to be overwhelmingly supportive of the young people in their care.

The leadership has a holistic vision of the human purpose which enables them to embrace both the changing and diverse nature of the world and also the Catholic point of view, holding people together in love.

They (students) express that through their engagement with a vast variety of charitable activity, in thoughtful ways and understand WHY they do it.

Sixth form is a time of growth



Personal growth

Academic growth

Spiritual growth

Social and moral growth

Grades are important but they are not the measure of the person

We hope to develop students that will go into the wider world who will be proud to **'Act Justly, Love Tenderly and Walk Humbly with God'**.

What we need from you



Aspiration to be matched
with determination.



Study

MRS LEANNE PARRY HEAD OF YEAR 12

(YEAR 12 LEARNING MENTORS –
MRS LAWRIE & MR KHAN)

Study Expectations



- 5 revision lessons a fortnight
- Students are based in the study hall with a learning mentor (Mrs Lawrie / Mr Khan).
- Students need to ensure they have work to complete for the hour of study/revision.
- There is always something to do – home learning, recap topics, producing lesson notes / flash cards etc.



Year 12 Expectations

MRS LEANNE PARRY (HEAD OF YEAR 12)

What are our Expectations?



Expectations at St Joseph's are very high and we are upfront about this.

An environment for young working professionals.

Mutual respect and professionalism.

High achievement always takes place in the framework of high expectation.

— Charles Kettering —

"We understand rules because we follow them."

Absence & Attendance



Attendance is crucial in securing student progress and success.

A government study stated that students with the lowest rates of absence (less than 5%) are 4.7 times more likely to achieve the highest grades at both GCSE and A Level.

Home-school relationship should be one of clear communication and mutual trust.

Illness / Lates / Punctuality monitoring



- Legal requirement to know where all students are. If students are unable to attend school your parents/guardian are required to phone the school's illness line before 8.40am if possible.
- If students know that they have a prearranged appointment then students must inform their form tutor and reception prior by email / letter.
- Students MUST use the signing in and out book will be placed at the Fideliter Office/Reception.
-
- Lateness will be monitored. students and their parents will be notified when it becomes a concern.

Signing in & out / Lateness



- Legal requirement to know where all students are throughout the day.
- Whilst lesson times are registered, free periods (where students have no timetabled lessons or study periods) must be accounted for.
- The student handbook explains what you need to do when moving between buildings or leaving the school campus for set reasons e.g. a doctor's appointment.
- It is vital that Students always follow the procedures in place. Any questions should be directed to Form Tutors or Heads of Year.
- Students **CANNOT** sign out and leave the school campus to go off site during their free periods unless it is the end of your timetabled day.
- Students may leave site at lunch (12.20pm – 1.15pm) but students **MUST** sign out and then sign back in on their return. (Failure to do so and then being spotted at e.g. McDonalds will result in isolation).
- The signing in and out book will be placed at the Fideliter Office/Reception.

Other Points to Consider:

- You must complete an intentions timetable – updated half termly.
- You do not need to sign-in if you are registered in form or assembly.
- You do not need to sign-out if you are moving between lessons on different sites (SIMs registers)
- You do not need to sign-in or out if you are staying in the same building during a free period.
- If you change your lunch plans from your intentions timetable (i.e. you decide to have lunch on the main site rather than the Fideliter) then you must sign-out and sign-in at the relevant buildings.

Authorised Absences & Catch up



Authorised absences would be classed as any of the following -
general sickness for a period of days / hospital appointments, Family
circumstances, Religious Festivals, Driving test, Dental/ medical appointments,
Work Experience, University Open Days etc

- Catch up is an opportunity to 'catch up' on any work missed whilst off on any authorized absences.
- Catch up is as follows:

How many days (Equivalent missed)	Action	Catch up in final week of term (Arranged with Learning Mentors)
3 days (15- 17hours)	Tutor to speak to student and make contact with home.	2 hours
5 days (25hours)	HOY/AHOY to arrange a meeting and then meet with student and parent	2 hours
7 (40 hours)	DOSF to contact home to arrange a meeting Contract discretion of Mrs Cirino	2 hours

SAM's – Safeguarding Absence Message



- **Unauthorised** absence that has not be communicated.
- A texts will be sent home from a safeguarding point of view – These are known as **SAMs**.
- Student will provide a reason for absence after the event to LMs (Learning Mentor – Mrs Lawrie & Mr Khan) – but this will not impact on the number that has been sent.
- Collation of SAMs to be kept by Fideliter office staff on a spreadsheet throughout the year.
- SAMs sent home at 4pm daily by Fideliter office staff to upload and track
- Sanctions as follows:

Number of SAMs	Staff Member	Action	Sanction
5	HOY/AHOY – LP & LG	Meeting with student and communication with parent – verbal warning followed by letter	Letter 1 First warning Confirmation letter
8	DOSF – CC	Meeting with student and parents followed by a final warning letter	Attendance contract Final warning letter
10	Head teacher - MR	Meeting with student and parent	Removal of place at 6 th form for being in breach of student contract



Appearance

Appearance



SIXTH FORM CODE OF DRESS (2023)

Please take time to familiarise yourself with the new Code of dress for 2023.

The St. Joseph's College uniform is a central part of our school's culture and we encourage all pupils to take pride in their appearance and value the sense of identity that their uniform provides.

These Sixth Form guidelines are based on how a **professional** would be expected to dress for work. In other words, the student should be **smart, well presented and business like**.

- **HAIR:** Hair must be smart, well presented and looks like that of a young professional. There should be **no obvious, unnatural colours** and highlights must be discreet. Hair should not be shaved at a zero grading. Students may keep a neat beard.
- **MAKE UP:** Discreet make-up may be worn. No eyelash extensions.
- **SCARVES:** Hijab must be plain black (or plain white in hot weather if preferred). Winter scarves must not be worn indoors.
- **JEWELLERY:** Only plain, simple and discreet jewellery is allowed.
- **BELTS:** Simple black belts only.
- **PIERCINGS:** **No facial piercings are permitted.** Only one pair of discreet earrings can be worn in the ear lobes (i.e. no bars, stretchers, plugs or retainers).
- **Suit:** Students must wear a **plain** conventional tailored black suit (no pinstripes). It should be a matching jacket and trousers/skirt.


Skirts **must** be lined (no Lycra) and reach the top of the knee. Trousers suits may be worn. (no cropped or capri trousers).
- **Shirt/ Blouse:** Plain white shirt or blouse with a collar. Short or long sleeves.
- **Ties:** Male students must wear a sixth form tie (available from local Clive Mark Schoolwear, Newcastle, Smart Uniform, Newcastle and National Schoolwear, Hanley).
- **Jumpers:** In addition, students can wear an optional, plain V neck black jumper (To reveal tie). Jumpers **must not** be zip-up or hooded tops. No logos. No cardigans.
- **Shoes:** Black shoes that are simple and formal. Trainers **must not** be worn outside of games activities.
- **Coats:** Outdoor coats may be of any colour but they must be smart. Coats **must not** be worn indoors. No denim or leather coats permitted.

- Code of Dress for a professional working environment.
- Uniform card
- Regular and random appearance monitoring
- Isolation
- Fixed Term Exclusion

Appearance matters a great deal because you can often tell a lot about people by looking at how they present themselves.

6th Form Code of Dress Uniform Card

- Every student has been given a Uniform card.
- Students must have this on them every day - Blazer top pocket
- Form tutors will check the cards daily. If the card is full, form tutors will log onto SIMs and the student will be asked to complete a lunch detention the following day.
- Student will be asked to come to HOY/AHOY office to collect a new card.

<p align="center">6th Form Uniform Rules</p> <ol style="list-style-type: none"> 1. Blazer should be worn 2. Plain V neck Jumpers 3. No coats to be worn inside 4. Top button should be done up 5. Shirt should be tucked in 6. Skirt should be to the top of the knee and be lined. 7. No more than one pair of earrings. 8. No Facial piercings. 9. Discreet makeup and no eyelashes. 10. Smart, professional black shoes 	<p align="center">ST JOSEPH'S COLLEGE 6th FORM UNIFORM CARD</p>  <p>Form</p> <p>Form Tutor</p> <p>Name</p>
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Staff Signature		<input type="checkbox"/> Blazer <input type="checkbox"/> Jumper <input type="checkbox"/> Coat <input type="checkbox"/> Skirt <input type="checkbox"/> Earrings	<input type="checkbox"/> Top button <input type="checkbox"/> Shirt untucked <input type="checkbox"/> Makeup/Eyelashes <input type="checkbox"/> Shoes <input type="checkbox"/> Facial piercings
Date __/__/__	Staff Initials		
Staff Signature		<input type="checkbox"/> Blazer <input type="checkbox"/> Jumper <input type="checkbox"/> Coat <input type="checkbox"/> Skirt <input type="checkbox"/> Earrings	<input type="checkbox"/> Top button <input type="checkbox"/> Shirt untucked <input type="checkbox"/> Makeup/Eyelashes <input type="checkbox"/> Shoes <input type="checkbox"/> Facial piercings
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Date __/__/__		



Enrichment

MRS LYNDSEY GATER.

(ASSISTANT HEAD OF YEAR 12)





Why is this Expected?



We believe that we are giving your children the best post-16 education but there is more to life than exam results and qualifications.

We want our students to leave the college as the best person that they can be. This means developing as a whole person while you're here.

Your teachers take this very seriously which is why the staff here created a pledge:

The Staff Pledge



By The End Of Their Time In Our Edmund Rice School, We Pledge That Young People Will Be

- ✚ **Compassionate and tolerant, whose sense of personal growth is rooted in a strong spiritual awareness and intimate relationship with Christ**
- ✚ **Responsible, confident, aspirational individuals who are ready to follow the vocations they are called to**
- ✚ **Well-balanced, inspirational people who are generous of spirit, and prepared for the adventures and challenges of life**
- ✚ **Courageous, non-judgmental and whose humble approach makes them a positive contributor to society**
- ✚ **People of faith, with a strong sense of integrity and social justice**
- ✚ **Equipped with the skills and knowledge required for a fulfilled and joyful life**
- ✚ **People of love, ready to serve God by changing the World for the better**

ACT JUSTLY, LOVE TENDERLY AND WALK HUMBLY WITH GOD

St Joseph's College



Enrichment



- **Enrichment** – Is part of our ethos. It is a way to give back to the local community/ help others in need but also help you to grow as a whole and gain valuable life experiences.
- **Enrichment hours** – Students need to complete 40 hours running from today until 22nd March (beginning of the Easter holidays)

What is Expected?



Your 40 hours must cover **two** aspects:

Personal growth – developing your skills, talents and personal attributes.

Charitable work – giving back to the school/local community.

Enrichment Aims



- Ambitious
- Committed
- Communicative
- Confident
- Courageous and determined
- Empathetic and understanding
- Imaginative
- Inspirational
- Responsible
- Responsive to injustice
- Self-Managing
- Spiritually aware

Enrichment Activities



There are three kinds of enrichment activities which a student could engage in:

1. Activities which enrich themselves and provide personal growth
2. Activities which enrich the college / 6th Form Community
3. Activities which enrich the lives of those outside of St Joseph's

Examples Enrichment Activities



- First aid course
- Supporting reading in the lower school
- Duke of Edinburgh Silver/Gold
- Sustainability club
- Pilgrimage to Lourdes
- Orchestra
- Play Production
- AMSP –Keele Maths
- British Sign Language
- Subject mentors
- Bioscience / Medics Clubs
- Sporting activities
- Nature Garden
- Working with local charitable organisations & residential homes**

College-Based and External Activities



Name

Form

Activity

[illegible]

ENRICHMENT

Ambitious	Imaginative
Committed	Inspirational
Communicative	Responsible
Confident	Responsive to Injustice
Courageous and Determined	Self-Managing
Empathetic and Understanding	Spiritually Aware

[illegible]

Name of Supervising Adult _____

.....Signature.....

Contact Number / Email Address

Assistant Head of Year 12 Signature.....



Form time

MR PAUL HONEYFIELD.
(SIXTH FORM TUTOR)

Year 12 Form Time



1:1 Mentoring with students who are struggling.

Post-16 Academic Goals and Ambitions

Careers Advice

Personal Expectations

Mind Talk – mental health awareness.

Thought for the Day – critical thinking on current social issues.

Mindfulness

Study/Revision/Exam Technique

Thought for the Day

Thought for the Day makes up one part of the Y12 tutor programme. It is designed so that students can:

- reflect on social and ethical issues
- get to know form members better
- contribute to the extra-curricular and religious life of the 6th Form
- develop the skills of selective, analytical and critical research
- develop good presentation skills



Thought for the Day **develops your skills and your thinking.**

Thought for the Day is aimed to make students aware of current issues and to **develop you as a person.**

Thought for the Day



Thought for the Day should:

- Be a presentation that lasts for a **minimum of 8 minutes**.
- Have a **clear focus** and be **personal** to you – be **passionate** about it!

Your starting point could be:

A news item article, An important issue, A historic or momentous occasion, an inspirational figure from history, A poem, A piece of music, A film

- Be **well-researched** and show considerable effort.
- Contain a **thoughtful prayer** to end your presentation.
- Be **engaging and professional in design**.
- Get the audience **involved**.
- Leave the audience with **something to think about**.



Thought for the Day Marksheet



Marking has been condensed into 5 points :

- Time
- Planned
- Presented
- Engagement
- Question Time

Please use a colour coded rating for each section—

RED—this was not very good

Amber—this was ok

Green—this was great

The spreadsheet will need to be updated on a Thursday afternoon as it will be checked to see if praise letters need to be sent home. Any student who scores 3 out of 5 greens boxes should receive a letter.



THOUGHT FOR THE DAY RECORD	
Student Name.....Date.....	
Topic.....	
Section	Red/Amber/ Green rating
TIME —Student has a clear focus for their presentation and spoke for 8 minutes	
Planned —Students have chosen a topic which has been well researched and is personal to them	
Presented —Student engaged the audience by: positive body language, tone of voice, keeping them engaged	
Engagement —Student engaged the audience by getting them involved in the presentation	
Question Time —Student responded to questions after the presentation	
Tutor Overall Feedback	Letter to be sent home? Yes / NO
	Spreadsheet updated? Yes / NO

Holistic Education

Join in and have fun:



- Extra curricular activities – sport, drama, etc.
- Enrichment
- Retreats
- Assemblies
- School Council

**Encourage students to broaden
their experience and get involved**



Learning for excellence

MRS CAROLINE CIRINO

(DIRECTOR OF SIXTH FORM)

Learning for Excellence





Learning for Excellence



Taking responsibility

Attendance & punctuality - **every** lesson counts
Meet **every** deadline
Bring **all** equipment and textbooks
Know the course content and sequence
Become an **independent** learner
Seek the support you need to manage your learning
Catch up on missed work to avoid gaps in learning
Prioritise your learning over outside commitments

Before the lesson

Access resources/spec./course sequence to anticipate what's being learnt next

Check the deadlines for the lesson have been met

Test yourself on last lesson's content from memory

Read ahead in preparation for the lesson in order to see the bigger picture

During the lesson

Stay engaged and on task

Be an active learner:
- Ask questions
- Be an active listener
- Act on feedback
- Collaborate to support one another

Take notes to clarify and extend your understanding
Take pride in your work
Use the planner to record what you need to do next

After the lesson

Complete all work and unfinished tasks to avoid gaps in learning
Review and reflect on your learning e.g. Test yourself from memory to check your understanding
Address misconceptions and gaps in knowledge with your teacher
Become an expert through practice. The more the practice, the better the performance
Be proactive in completing past exam question(s)
Respond to teacher feedback
Recap knowledge and skills

Revision

Space out your revision through careful planning
Focus on areas you feel less secure about
Make use of technology (e.g. Uplearn)
Complete past exam questions from memory
Self-check and mark the work using your notes / textbooks
Redraft your response / paragraph / essay
Create revision aids from memory e.g. Folding Frenzy
Discuss your learning with a peer and get someone else to test you
Use study time purposefully

Extend your knowledge

Be ambitious - read around the subject using the reading list and academic journals
Learn key vocabulary and discuss it with peers
Seek out extra-curricular opportunities
Access podcasts and webinars, blogs, magazines
Engage in careers opportunities
Visit museums, art galleries, exhibitions and libraries both in person and virtually
Find opportunities to discuss and share a passion for your subject

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passion for your subject

Minimum Expected Grades MEGs

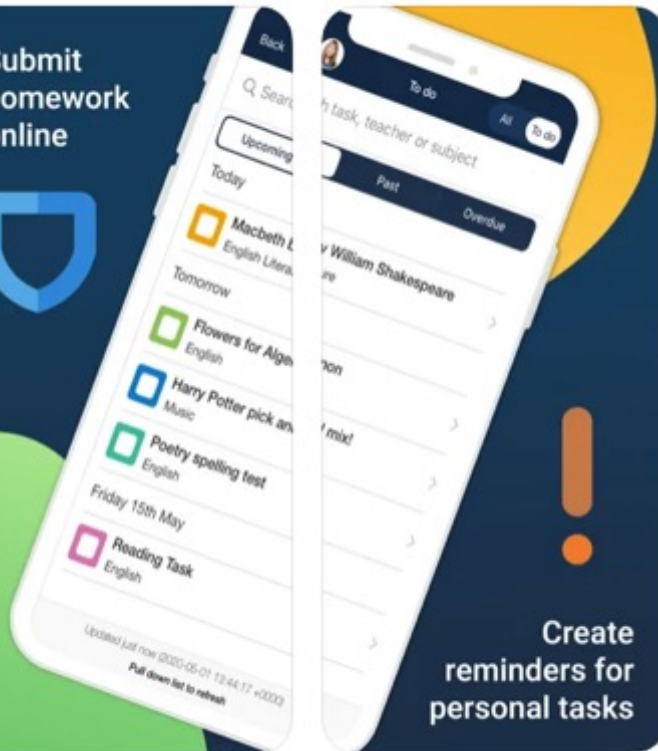
Year 12 Minimum Expected Grades 'MEGs'

- This year, St Joseph's College will set MEGs for all students in year 12
- These MEGs are set using ALPS (Advanced Level Performance Systems) estimates, which allows us to challenge our A level students in line with how students perform in the top 25% of post-16 providers nationally
- They will be based on the grades your child achieved at GCSE

Satchel:one

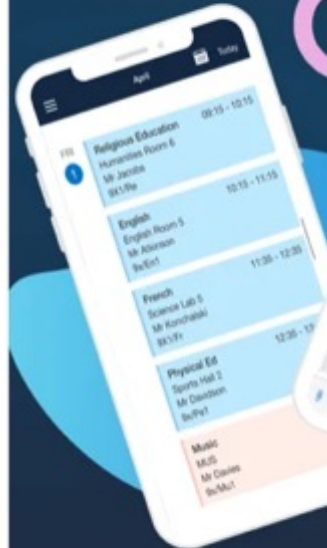


Submit
homework
online

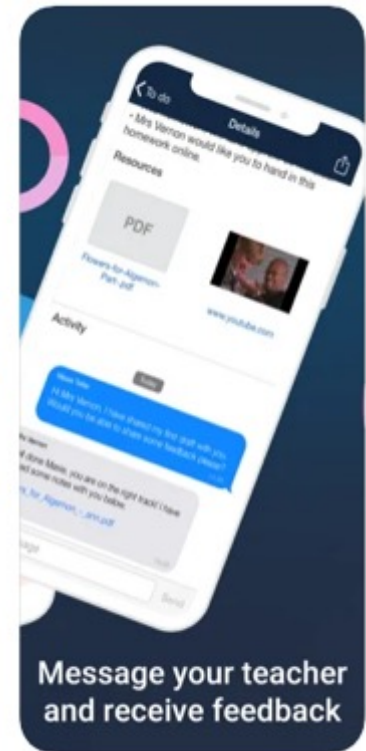


Create
reminders for
personal tasks

Access timetables
on the go



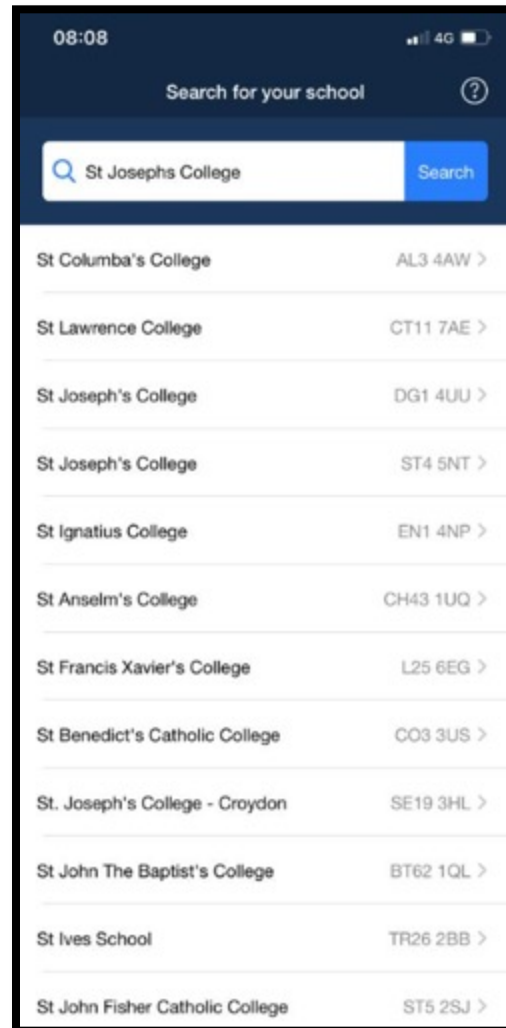
Message your teacher
and receive feedback



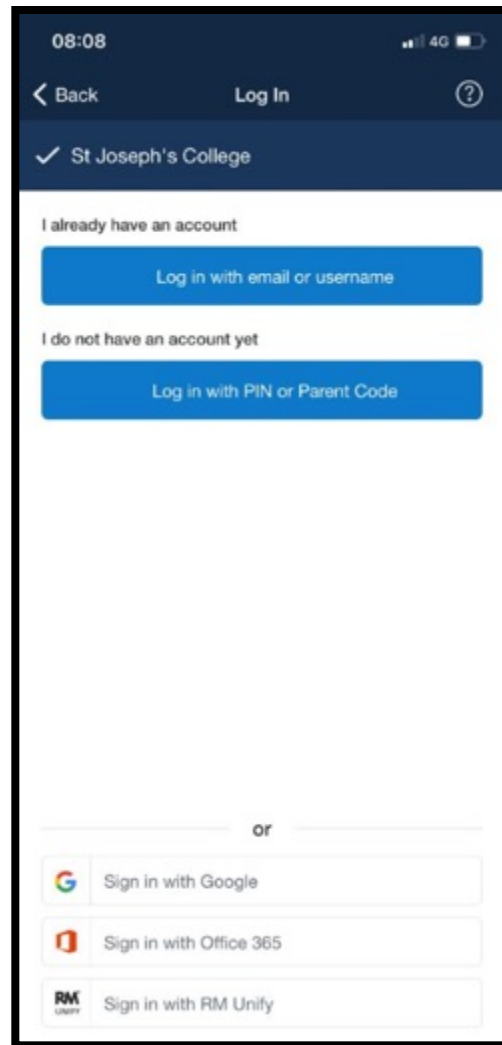
How to log on to satchel:one on your phone:



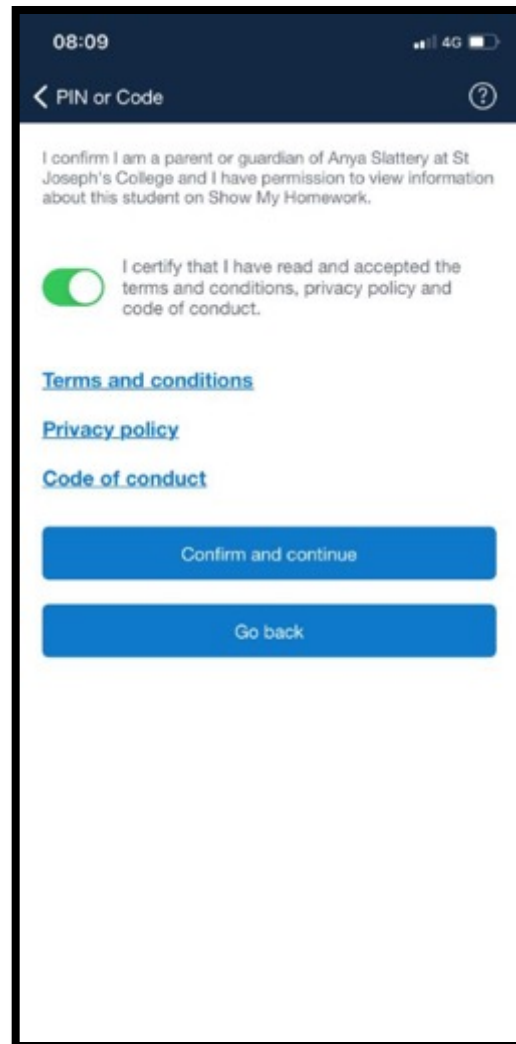
How to log on to satchel:one on your phone:



How to log on to satchel:one on your phone:



How to log on to satchel:one on your phone:



08:09 4G

< PIN or Code ?

I confirm I am a parent or guardian of Anya Slattery at St Joseph's College and I have permission to view information about this student on Show My Homework.

☒ I certify that I have read and accepted the terms and conditions, privacy policy and code of conduct.

[Terms and conditions](#)

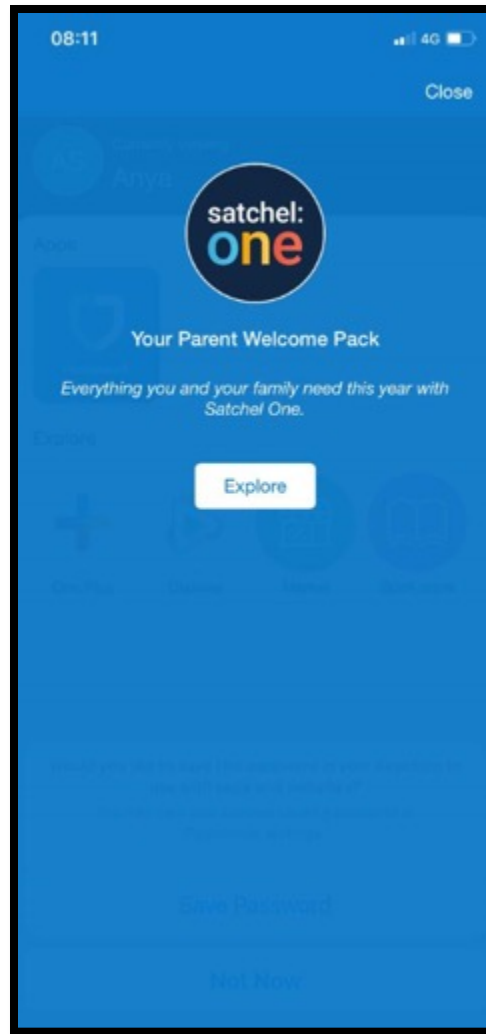
[Privacy policy](#)

[Code of conduct](#)

Confirm and continue

Go back

How to log on to satchel:one on your phone:



How to log on to satchel:one on your phone:



**If you haven't yet signed up to
satchel:one and you've forgotten your
parent code...**

Please contact Miss Appleyard via email:

cappleyard@stjosephsmail.com



Up LEARN

ST. JOSEPH'S COLLEGE



Your child is only in lessons for 5/7 days a week and 4/24 hours a day

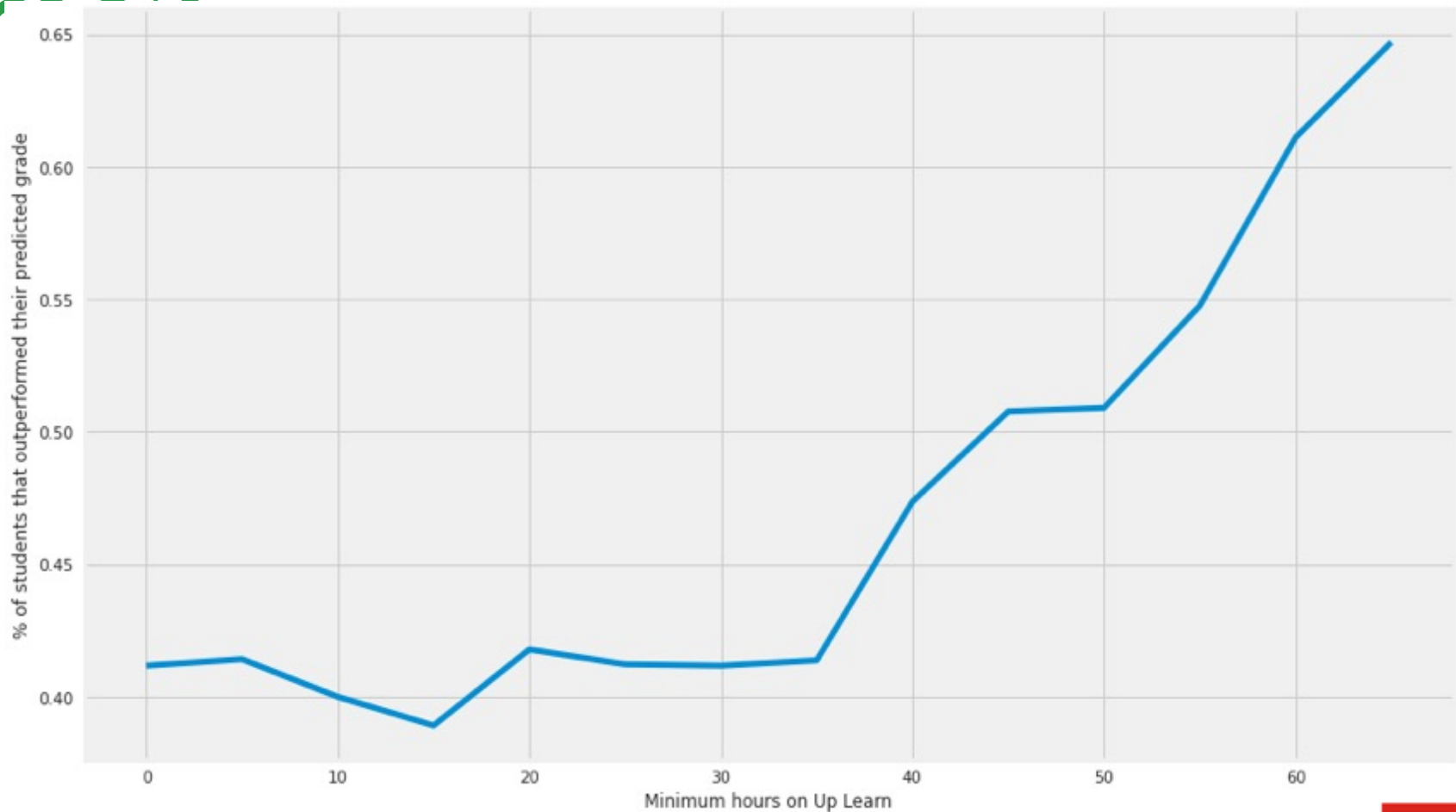
That leaves 92% of their time outside of teacher contact hours.

What they choose to do with it, **makes a big difference**



What can Up Learn do for

results



Supporting Progress

- Have active conversations about your child's progress
- Monitor and support any home learning; particularly through Satchel:One
- Promote the extra curricular and super curricular
- Encourage independence
- Discuss and share any concerns with us

Distractions

Minimise things that may harm their progress

- Jobs – excessive / unreasonable hours
- Appointments during lessons
- Driving lessons shouldn't interfere

Don't make phone calls during lessons

Year 12 Key Exam Dates

- W/C 2nd October 2023 - In class initial assessment week
- Thursday 26th October 2023 – Year 12 Parents' Evening
- Wednesday 24th January 2024 – Encounter retreat
- W/C 8th April 2024 – Year 12 Exams Begin
- W/C 20th May 2024 – Year 12 Reports Sent Home
- 10th June 2024 – Y12 next steps evening
- W/C 24th June 2024 – Year 12 exam week

Exam Access Arrangements

Letters sent to all parents regarding access arrangements.

Did your child have any exam access arrangement for GCSE examinations such as 25% extra time?

Evidence of 'normal way of working' is required

Please email Mrs Pearson (SENDSCO) –
apearson@stjosephsmail.com



Q&A

WE WILL BE AVAILABLE TO SPEAK TO YOU AFTER
THIS EVENT