



August 2018

Dear Learner

We look forward to welcoming you back into sixth form – as a Year 13 learner.

We want to ensure that you have all the necessary details for commencement in September and that you are clear about our expectations, based on what makes a successful sixth form learner.

We look forward to seeing you:

Date: Tuesday 4 September 2018

Time: 13.50-15.00 only

Location: Common Room

During this initial session there will be a 'Welcome to Year 13' assembly in the common room. You will then spend time with your Form Tutors and receive your updated timetables and diaries. *Please do not forget your lanyard/identity card. If you have misplaced it during the summer you will be required to buy a new one at a cost of £5.00.*

We are really looking forward to welcoming you back in September and we hope you enjoy the rest of your summer holiday.

Yours sincerely

Richard Field

Fiona Lockerbie

Martyn Redhead

Vickie Clayden

Sixth Form Team



Expectations of a Sixth Form Learner

1. Have your lanyard and identity card always visibly displayed around your neck to meet the requirements of the school's safeguarding policy
2. Always swipe in and out to register your attendance
3. Arrive in the Common Room between 8.30am and 8.45am
4. Follow main school rules when in the school community:
 - Only use mobile phones or other devices in designated areas or at the discretion of your subject teacher
 - Remove earphones
 - Don't eat or drink on the corridors
 - No chewing gum
5. Adhere to the sixth form dress code
6. Be polite and helpful to all members of staff, pupils and visitors
7. Use independent study periods effectively
8. Complete all work to the best of your ability and meet all deadlines
9. Always inform the Sixth Form team if you are not going to be in school:

- phone 01274 258969 (option 4 to leave a message)

- email one of the team:

Mr Redhead red@titussaltschool.co.uk

Miss Lockerbie loc@titussaltschool.co.uk

Mrs Clayden cyn@titussaltschool.co.uk

- tell a member of the team.





Dress Code 2018/2019

A smart dress code promotes fairness and equality for all learners; it sets a good example to younger members of the school community and provides a good impression for visitors to the school.

Yes	No
<ul style="list-style-type: none">▪ Smart trousers▪ Smart skirt or dress▪ Shirt/blouse or polo shirt▪ Suit jacket (optional)▪ Tie (optional)▪ Smart footwear▪ Discreet jewellery, which may include a nose stud▪ Lanyard and identity card to be worn and kept visible at all times	<ul style="list-style-type: none">▪ Shorts▪ Vests or low-cut tops▪ T-shirts▪ Denim of any colour▪ Trainers or canvas footwear▪ Extremes of fashion/hairstyles that draw attention▪ Hats inside the building

The Sixth Form team acts as the final authority in the interpretation of the dress code.

Learners will be challenged if they do not adhere to the dress code.

Telephone: 01274 258969 Fax: 01274 258970 Web: www.titussaltschool.co.uk Email: enquiries@titussaltschool.co.uk

