

A Level & Vocational (BTEC) Level 3 First Year Students Important End of Year Information May 2019



FOR ALL STUDENTS

It is essential that you continue to attend College until the end of term as you will be continuing your A Level or Vocational (BTEC) Level 3 studies. You will also be continuing with the Higher Education (HE) application process or discussing alternative progression routes with your Progress Coach/Personal Mentor. Your attendance will be monitored closely during this period. If your attendance is poor in lessons you may not be allowed to progress into the second year of your course.

In order to progress successfully to the next year of your course, you will need to meet the following expectations:

1. The expectation is that attendance to lessons (including English and Maths) is 95%. However, progression decisions will be based on whether a student is below the average College attendance (currently 90%).
NB - we obviously consider students with serious health concerns or disabilities on an individual basis when making decisions based on attendance.
2. Good attendance at Entry Periods, to Passport Days, and FutureFest/independent study. Excellent attendance to your Work Experience placement if part of your course.
3. At least a profile of Merits on vocational courses and D grades on A Level courses. All assignments must have been completed.
4. Positive behaviour for learning and safety.

Last year, 40 students did not meet these minimum standards and were not allowed back in for their second year.

Talk to your Personal Mentor if you are worried about any of these - there is still time to make a change and we want every student to succeed!

FOR A LEVEL YEAR 1 STUDENTS

To help you achieve the best possible outcome in your upcoming exams, lessons will continue throughout May and June (during your exams) and end at lunchtime on **Tuesday 25 June 2019**. You must also attend your Passport Day on Friday 28 June to enrol onto next year. This is also a key day for your University application, as you will meet and have your first session with your UCAS Support tutor. Before your passport day you should complete the Mooc and Unifrog Challenge. Before your exams, the lessons will be revision sessions and afterwards will be a continuation of the A Level syllabus, stretching and preparing you for successful A-level outcomes. On the rare days when lessons have to be cancelled due to very high volumes of exam activity, you will be notified in advance.

We understand that you will want to concentrate on your exams on the day that you sit them, and so attendance to lessons which run in the morning before exams and during exams will be optional. We expect you to attend lessons which run in the afternoon after morning exams, but we will suspend the lateness policy if your exam finished up to an hour before the lesson started, so that you have time to eat, drink and feel refreshed.

PROGRESSION TO THE SECOND YEAR OF YOUR COURSE – A LEVEL STUDENTS

If you cannot progress into the second year due to not meeting requirements, advice and guidance will be offered to help you identify what you should do during the **A Level Progression Passport Day** on **Friday 28 June 2019**.

Please make sure you are available to come in to College on that day, and avoid booking holidays. **All returning students are expected to attend the A Level Progression Day as you will be formally re-enrolled then.** A letter will be sent to you giving further details nearer the time.

NB: we are unable to offer students the opportunity to redo the first year of an A-level course, whether in the same subjects or different, unless there are clear extenuating circumstances.

FOR VOCATIONAL (BTEC) LEVEL 3 YEAR 1 STUDENTS

Lessons **continue as normal until Tuesday 25 June 2019**. Year 1 to year 2 enrolment (**Progression Passport Day**) will take place on **Thursday 27 June 2019**, so you should keep that date free as you will be required to attend.

PROGRESSION TO THE SECOND YEAR OF YOUR COURSE – VOCATIONAL (BTEC) STUDENTS

All students are required to attend progression enrolment on **Thursday 27 June 2019** (further details will be provided nearer the time) and, as this is not an automatic process that cannot be completed on a distance basis, please ensure that you are available on this day. This is also a key day for your University application, as you will meet and have your first session with your UCAS Support tutor. Before your passport day you should complete the Mooc and Unifrog Challenge. You will have a one-to-one conversation to support your progression and there are any problems with progression due to not meeting requirements, there will be an opportunity to discuss alternative options.

All offers of a place for next year will be conditional until your grades have been confirmed on 15 August 2019.

HIGHER EDUCATION

You will start completing your UCAS form (university application) and continue your university/apprenticeship Unifrog Challenge at your Progression Passport Day. Remember to sign up for university taster days, summer schools and open days before your Passport Day in order to complete the Challenge.

You have been allocated a UCAS Support Teacher who you will attend a session with during your Progression Passport Day. They will be supporting you with your university/apprenticeship application.

Predicted grades for university entry will be based on your final predicted grades at the end of your first year of A-level, usually generated by the exams taken at the end of the summer term, or based on your final grades in year one of your Vocational (BTEC) course.

The College will provide your predicted grades to your chosen universities when they write your reference. University admission tutors will compare your predicted grades with their entry requirements. This information will form part of their decision on whether to make you an offer to study on their course. Entry requirements can be given in the form of grades or UCAS points. All A Level and Vocational (BTEC) qualifications you study in College attract UCAS points. You can check how many points you will accumulate with your predicted grades at www.ucas.com/tariff

The majority of university courses also require a grade C/4 or above in GCSE English and Maths, although some universities will accept an equivalent Level 2 qualification. As part of your research, ensure you check the GCSE requirements carefully. If you need to sit these GCSEs, ensure you discuss the options at your Progression Passport Day.

Higher Education Team

Debra Wicks – Higher Education Officer; 0208 5233544 x2351; debra.wicks@sgmc.ac.uk

CAREERS & EMPLOYABILITY

It's really important that you use your time over the summer holidays to research your options, thinking about your next steps after leaving College. There are some excellent resources on Unifrog, please look at the Careers & Subject Library section where you can research by career area/subject/and themes for example; if you are interested in social impact.

Please come and talk to a member of the Careers and Employability team who are able to offer; 1-2-1 Career Interviews, Advice and guidance about your future careers, jobs, and Apprenticeships, Assistance with searching for jobs, CV writing, and interview skills. We are based in the Extended Learning Area in the Learning Resource Centre.

Careers & Employability Team

Tracy Hicklin – Careers & Employability Lead; 0208 5233544 x 3426; tracy-anne.hicklin@sgmc.ac.uk

Sofia Malik – Careers Officer; 0208 5233544 x 3429; sofia.malik@sgmc.ac.uk

Steven Keller – Interim Careers Officer x 3429; steven.keller@sgmc.ac.uk

WORK EXPERIENCE

There is a college expectation that all students will complete work experience by the time they leave Monoux. If you have not completed any work experience in Year 1, then you will complete this in Year 2. Think about where you could complete your work experience, speak to your family, family members and friends to identify contacts and organisations, and let the Careers & Employability team know.

IMPORTANT DATES FOR YOUR FINAL TERM 2019 - SUMMARY

Monday 27 May – Friday 31 May	Half term
Tuesday 25 June	Last lessons for Vocational (BTEC) Level 3 Year 1 and A Level Year 1 students (ends at lunchtime)
Thursday 27 June	Vocational (BTEC) Level 3 Year 1 Progression Passport Day – enrolment onto Year 2 and UCAS applications
Friday 28 Jun	A Level Year 1 Progression Passport Day – enrolment onto Year 2 and UCAS applications
Thursday 15 August	Vocational (BTEC) Level 3 Year 1 and A Level Year 1 results available
Monday 2 September	Induction begins

If you are unsure about any of the issues raised here you should speak with your Progress Coach, Personal Mentor or subject teachers.

Finally, we wish you all the very best in your exams. We hope you will make the most of the support available to you at Sir George Monoux College in helping you to prepare.

Remember to keep 27/28 June 2019 free!

