

# parent handbook



Leeds  
Sixth Form  
College

2022/23

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# Welcome to Leeds Sixth Form College



Leeds Sixth Form College delivers first-class education that raises aspirations and drives success. We empower students to be the best they can be. We do this by equipping them with the skills they need to succeed today, tomorrow and beyond. At Leeds Sixth Form College, we keep the students at the heart of the learning experience.

We want students to grow in confidence as well as knowledge. That's why when they complete their sixth form studies they leave with so much more than a collection of certificates. First-rate teaching gives students the knowledge they need to progress in their subject, while enrichment activities equip them with invaluable life skills.

# Our Location

Part of the student district, with the University Centre Leeds, University of Leeds and Leeds Beckett University all close by, our city centre location is easily accessible via a number of routes.



# Getting to College

→ plan ahead!

Students travel from all over the region to attend Leeds Sixth Form College and access our provision. Before term starts, be sure to encourage students to plan the easiest and cheapest route between home and college. Being based in the city means commuting during rush hour can add time to your journey. You may find the West Yorkshire Metro Journey Planner helpful in planning the commute to college.

# Our Facilities

Fusing innovation with excellence, our dynamic spaces allow students to learn in an inspiring and independent way. Our new environments include:

## ilearn hub

Bringing learning to life, this is a place to study and be inspired. Exclusive to sixth form students, the Hub offers a quiet space to complete work and develop knowledge. A member of the iLearn team will always be on hand to offer support and help improve important independent learning skills.



## achievement centre

Students can book 1:1 sessions with subject staff to support them in achieving aspirational targets.



## photography studio & dark room

From setting the scene with lighting equipment and green screens, to editing the photographs, the studio is fully equipped to produce the perfect photo. Complemented with a purpose-built darkroom for developing prints, the photography studio has everything a photography student could need to succeed.

## independent learning zones (ILZs)

Subject-specific zones situated on each floor provide quiet spaces with learning resources appropriate to the subject. Staff are on hand in these spaces to help students with any queries they have.







## natural press coffee shop

This is the perfect place for students to take a break from their studies. Our modern coffee shop allows students to relax in a social and eco-conscious environment.

## cyber cafes

The perfect place to eat and study, our cyber cafes offer a range of food and drink and are a relaxing place to catch up on study.



## gym facilities

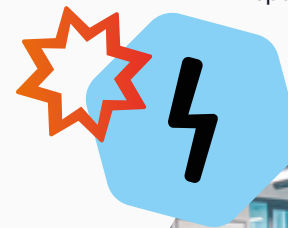
Our fully air-conditioned gym has state-of-the-art equipment that creates electricity as it's used. Intelligent equipment converts the watts generated to AC power and is sent back through the grid to offset energy costs. Students can take advantage of our on-site gym facilities, with free access on Wednesday afternoons as part of enrichment.

## auditorium & lecture theatre:

Our large, open plan auditorium and lecture theatre, has been specially designed for assemblies, exams, external guest speakers, enrichment activities and the campus engagement programme.

## science laboratories

Our dedicated chemistry, physics, biology and pharmacy labs are designed to help students develop practical work skills. These industry-standard spaces allow course-specific study with access to a range of specialised equipment.





Progressing from school to sixth form college is an exciting time with lots of new experiences to prepare for. Help your child get ready by ensuring they have all the equipment they may need.

# Preparing for Sixth Form

## stationery



- **Folders** - students will be making plenty of notes and will need folders to keep these organised.
- **Writing implements** - pens and pencils are a must for all students - it's always good to have a spare too. Highlighters can also be useful for recording those key notes.



- **Rulers** - useful for all subjects, whether drawing or simply underlining work.



- **Maths sets and calculators** - if your child is studying a STEM subject (for example, maths or physics) they will need a maths set. Students studying science-related subjects, such as geography or psychology, will also need a calculator.



## specialist equipment

Certain subjects, such as art, PE and photography, will require particular equipment. Subject tutors will tell students exactly what they need when they start their course.

## water

Hydration is important for brain function. Students are free to drink water in nearly all of the teaching rooms (some exceptions may apply in laboratories or photography rooms). We encourage students to bring a reusable bottle of water with them which can be refilled at the water stations around campus.

# Timetable

Each student is given their own timetable showing their chosen subjects. As well as being assigned subject lecturers, they will have a personal development leader who will monitor their progress. A level studies require students to study independently and to keep themselves motivated. As well as having designated study periods, students are encouraged to use all free periods for revision, re-writing notes and knowledge retrieval.

## attendance

Missing lessons is detrimental to learning and disruptive to classes, which is why we expect 97% attendance, minimum. Attendance is key to getting the most out of lessons and instilling a good work ethic now, through high attendance and hard work, preparing students for university or the world of work. We have a dedicated Attendance Officer who can help students manage their time.



every week students will participate in:

**3** sessions for each of their subjects

**2** independent study sessions in the Independent Learning Zone (ILZ)

**1** tutorial

**1** enrichment session



# Enrichment

## what is enrichment?

Enrichment activities fall into two categories: extra-curricular and super-curricular activities. Extra-curricular activities are pursuits and interests which will demonstrate to employers and universities that our students are well-rounded individuals and allow students to develop a series of soft skills. Super-curricular activities take academic study to a higher level and demonstrate a real commitment to the subjects.

## when does it happen?

At Leeds Sixth Form College, we follow the pattern of UK universities which sees Wednesday afternoons reserved for enrichment programmes.

## what activities are on offer?

There are a great variety of activities for students to choose from and new ones are added every term. Some of our most popular enrichment activities include Board Games Club, Public Speaking, Volunteering, Driving Theory Preparation, and Pride: A Moment in Time. Super-curricular sessions include Forensic Linguistics, Legal Podcasting and Writing Horror Fiction.





# Student wellbeing

## Academic and Pastoral Support

At Leeds Sixth Form College, students are provided with plenty of support to help them realise their potential. Students have access to the Students' Union, a wealth of societies, sports academies, the support and welfare team and the careers and work experience team.

Peer study groups and 1:1 coaching with a tutor, allow students to share ideas, build their team-working skills and receive support with studies.



## Student wellbeing

If students are experiencing personal difficulties that may affect their studies, they can access specialised 1:1 support. This support is available from our dedicated academic coaches and personal development leaders.

We also provide drop-in help sessions to support studying, revision and exam preparation, ensuring students are fully equipped to succeed.

Students can also engage with an array of enrichment activities, helping to build friendships, pursue personal interests and contribute to the student body.

## Work experience

We organise and signpost volunteer and employment opportunities for all A level students in their first year of study through work placements, industry experiences and World of Work conferences.

This practical experience can boost UCAS applications and will give students the working knowledge necessary for higher education or employment.

# Parents' Evening and Reports



At Leeds Sixth Form College, we recognise the part you play in supporting your child during their education and the importance of keeping in touch with you throughout their time with us. As well as providing regular updates on your child's academic progress, we also want to make it straightforward for you to contact us should you have any queries. Our contact information is on page 22.

## **Parents' Welcome Evening**

Each student is assigned a personal development leader who will meet with them weekly for a tutorial and be there to support them over the duration of their course. Personal development leaders are responsible for monitoring your child's progress and development, and will support your child throughout their time at Leeds Sixth Form College.

You will have the opportunity to meet your child's personal development leader at our Parents' Welcome Evening in October. You can also contact them at any time throughout the year to arrange a meeting should you have any queries or concerns.

## **Parents' Evenings**

In addition to the welcome evening, we hold parents' evenings in November and February for all A level students. This is where you will be able to discuss your child's progress with their subject teachers.

## **Parents' Progression Evening**

The Parents' Progression evening is your chance to learn about the opportunities available to your child upon completion of their course. You can speak with experts who can offer advice regarding 'next steps' and discuss how your child can maximise their potential.

## **Parental Reports and Correspondence**

At any time throughout the year, you can access our online portal via our website to find information regarding your child's attendance, progress and assessment grades for each subject.

If your child is below 18 years of age, we will send you a full written report on their progress in each of their subjects. This report will include feedback from each tutor and will be sent via post.

You will also receive our regular newsletter brimming with good news stories, upcoming events, opportunities for your child and what's been happening around campus.

We also want to welcome you to share the success of our students at events held throughout the year. The annual Leeds Sixth Form College Award evening, for example, is an important date in the calendar to which you are warmly invited.



# Contact us

If you're looking for more information, we have a dedicated team who will be more than happy to answer any questions.

## Our contact centre is open:


Monday - Thursday, 8.30am-6pm

Friday, 8.30am-5pm

## Social Media

Stay up-to-date with our latest news at Leeds Sixth Form College by following us on social media.

 /leedssixthform

 @leedssixthform

 Leeds Sixth Form College

just call  
0113 532 4428

or email  
[courses@leedssixthform.ac.uk](mailto:courses@leedssixthform.ac.uk)

