

Temporary Sixth Form Study Arrangements – Autumn Term 2020

Sign-in Procedure

Due to the current restrictions we are trying to minimise the number of pupils on the school site as much as possible. To this end, until further notice the Sixth Form will have the privilege of arriving to school later than the normal start time, if they have no timetabled lessons for p1 and/or p2.

Please note that there will not be any facility to supervise pupils who arrive onto the school site early, so please do not arrive more than 15 minutes before you need to be in school.

	Year 12	Year 13
Start of a normal school day	Arrive no earlier than 8.30 for registration at 8.45 in your form room.	Arrive no earlier than 8.45 for registration at 9.00 in your form room.
Late start due to no lesson p1 and/or p2	<p>If you a lesson p2, but not p1, you should arrive in school <i>no earlier than 9.55</i>.</p> <p>If you have no lessons until p3, you should arrive <i>no earlier than 11.10</i>.</p> <p>Sign-in via the biometric scanner on the ground floor entrance to Science Block</p> <p>NO LATE ARRIVALS FOR ANY PUPILS ON A TUESDAY MORNING</p>	<p>If you a lesson p2, but not p1, you should arrive in school <i>no earlier than 9.55</i>.</p> <p>If you have no lessons until p3, you should arrive <i>no earlier than 11.10</i>.</p> <p>Sign-in via the biometric scanner in entrance to Collier Centre</p>
End of lunch	Sign-in via the biometric scanner on the ground floor entrance to Science Block	Sign-in via the biometric scanner in entrance to Collier Centre

Sign-out Procedure

As Year 13 have Form Periods at the end of the school day, pupils **MUST** attend two of these periods, depending upon their timetable.

	Year 12	Year 13
End of a normal school day	If you have a lesson p6, there is no need to 'sign-out', just leave the school site promptly	If you have a lesson p6, there is no need to 'sign-out', just leave the school site promptly after your afternoon Form Period
No lesson p6	Sign-out via the biometric scanner on the ground floor entrance to Science Block	Sign-out via the biometric scanner in entrance to Collier Centre

Early finish due to no lesson p5 and p6	Sign out with Miss Weston at the start of lunch (13.00) in the Sports Hall	Sign out with Mrs Bayley at the start of lunch (12.10 if no lessons p4 and 5 and 6) or at the start of p5 (14.00) in the Sports Hall
Lunch Offsite	Sign-out via the biometric scanner on the ground floor entrance to Science Block	Sign-out via the biometric scanner in entrance to Collier Centre
Wednesday Games arrangements	All pupils should sign-out at the start of lunch in the Sports Hall UNLESS you are a member of a sports team, in which case you must report to the designated staff member at the beginning of p5	All pupils should sign-out at the start of lunch OR the start of p5, (depending upon p4) in the Sports Hall UNLESS you are a member of a sports team, in which case you must report to the designated staff member at the beginning of p5

Study periods

If you have no timetabled lesson in between other lessons, you must report to the Sports Hall for supervision.

This constitutes a large gathering, so face coverings must be worn in Supervised Study periods.

	Year 12	Year 13
No timetabled lesson p1	You can enter the school site no earlier than 15 before the start of p2	You can enter the school site no earlier than 15 before the start of p2
No timetabled lessons p2, 3, 4 or 5 (but with a lesson p6)	Report to the Sports Hall with some work via the swimming pool-side entrance. <i>Ensure that you are registered as being 'present'</i>	Report to the Sports Hall with some work via the entrance at the rear of the CPA <i>Ensure that you are registered as being 'present'</i>
No timetabled lessons p6	Please sign out at the end of your p5 lesson (see sign-out procedure above)	Please sign out at the end of your p5 lesson (see sign-out procedure above)
Friday afternoon CCF	If you have no timetabled lessons on a Friday afternoon, there will be SPS for you in the Sports Hall	If you have no timetabled lessons on a Friday afternoon, there will be SPS for you in the Sports Hall

Break time

This is going to be the most difficult part of the day, due to a lack of space. The outdoor seating area will have to be split, as Year 12 and Year 13 cannot mix. We will start with the following arrangement:

Week 1: Year 12 can use outdoor seating at break time

Week 2: Year 13 can use outdoor seating at break time