



# Blackfen School for Girls

Raising aspirations - releasing potential

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Dear Parents/Carers

As we come close to the end of this term I wanted to write to you with some important information for the next few weeks.

## Parents evening/student review evening

We were due to have a parents evening this half term, however as we are not able to have this in school you will receive communication from each subject next week. Please expect to receive either an email or phone call from one teacher per subject between Monday 30<sup>th</sup> November and Friday 4<sup>th</sup> December. The purpose of this communication is to give you feedback regarding your son/daughter's progress, attainment and feedback on their PPEs (pre-public exams). It will be a chance for you to ask questions and discuss any concerns you have (please note the call may be from a withheld number).

## PPE results

All students have taken PPEs (pre-public exams) in BTEC and A level subjects. The students will receive the results formally next week and will be going through papers in class. BTEC students should now be revising for the actual exams which will take place in January. There will be a further set of A level PPEs in February with additional formal assessment taking place in lessons regularly.

## UCAS

For students who are applying for a university place for September 2021, applications should now be complete and sent via UCAS to the school for final checking. Once the application has been sent students can track their progress using the 'Track' facility on the UCAS website. This will update students on whether they have received an offer or been declined. Once all offers have been received your son/daughter will need to make their final decision on their 'Firm' and 'Insurance' place, this is done through UCAS. It is really important to ensure that students make this decision carefully. They can start to apply for student finance from around March 2021 (we will give more information on this process next term). If your son/daughter has any queries regarding his/her university application please contact Miss Purbrick. The support materials are available in the 'Files' area in 'Teams'.

## Apprenticeships

Students who are applying for an apprenticeship should be starting this process now. There are numerous opportunities we publish in the 'posts' on Teams and a dedicated area in Teams for apprenticeship application support. Students should use Unifrog to search for apprenticeships and use the 'Special opportunities' section in Unifrog to sign up for relevant activities in preparation for seeking an apprenticeship. All apprenticeships that we receive details on will be placed in 'Teams' so students need to check regularly. We can also provide an independent careers advice interview (virtual one to one) in school, please speak to Mrs Eiffert to book this. Mrs Drewer is our transitional coordinator so if your son/daughter has a question about apprenticeships then they should arrange to see her after school.

## Teams

Can I remind you that we use 'Microsoft Teams' for all communication with students. It is vital that your son/daughter checks the posts each day on the Year 13 'Team'. Subject teachers also use 'Teams' for putting on lesson and revision resources and for setting work. If your son/daughter is isolating at home then he/she should be accessing their lessons/work daily on Teams and should therefore follow his/her normal timetable. If a student is off sick or absent for another reason then they can find the lesson resources to enable them to catch up on missed work.



Please ensure your son/daughter is able to access Teams, view resources and knows how to submit assignments. This is also crucial in case of a bubble closure where virtual home learning would occur. A few weeks ago, I sent you a link to a short video clip on how to use Teams – here is the link again if you need it: <https://www.youtube.com/watch?v=SemjM2fHV2Q>

We also regularly place messages in the 'Posts' section of the Year 13 Team. This can be important information or information on opportunities available to students therefore, students should be checking this daily. We encourage students to download the Team 'app' onto their phone so notifications come through.

We have asked all students to complete a questionnaire regarding IT equipment available to them at home. If you do not have internet access at home please can you let us know.

### Study

The current timetable means that students are physically in school for less time as they have fewer study sessions and may be coming in late or leaving early. However, this does not mean their study time should be affected. Students need to have good independent study habits and should ensure they are completing enough study time at home. This means getting up ready to start work at 8.30am if they are not in school for session 1. They need to be carrying out at least 15 hours independent study outside of their contact lesson time (5 hours per subject). Being physically away from school more must not reduce their study hours. If your son/daughter would benefit for being in the study centre (supervised) for more time this can be arranged. The study centre is also available before school (from 7.45am) and after school (until 4.45pm). Some students will have additional study periods added to their timetables in January to support their independent study.

### Food bank

Unfortunately, this term we haven't been able to do our usual fund-raising events and activities however we are doing a collection for our local food banks. We are asking students to donate non-perishable foods and household cleaning products. The collection boxes are outside the sixth form office – please contribute so that we can make a substantial donation.

### Covid tests

Please ensure that if your son/daughter has any of the Covid symptoms that you keep them at home and arrange for a test. If your son/daughter tests positive for Covid please ensure you contact the school immediately and speak to Mrs Eiffert. If you receive a positive test result after 4pm on a Friday or over a weekend please phone: 07833 220677. If it isn't answered, please leave a message and someone will call back. **Please note: this number is only to be used for reporting positive Covid cases.**

Thank you for all your support so far this term. Please don't hesitate to contact me if you have any concerns or questions.

Yours sincerely



Miss K Brewer  
**Assistant Headteacher, Head of Sixth Form**