

ALA/ FRB



Friday 10 July 2020

Dear Student

Re: Alderbrook Sixth Form Enrolment – Thursday 20 August 2020

I hope this letter finds you and your family well and that you have found the bridging work we supplied interesting and varied. Further to our last contact at our virtual mini-taster event, we now want to share with you the plans we have put in place for Sixth Form enrolment this year.

At Alderbrook Sixth Form we really value our relationships with our students. We have been busy planning to ensure we can still add a personal touch to this exciting day, by inviting you into Alderbrook on GCSE Results Day to enrol for our Sixth Form, whilst making sure we can maintain social distancing to keep everyone – students and staff – safe. Our large **‘William Sedgwick Sports Hall’** building lends itself to this purpose and the ability to create two isolated one way systems. Please read the following carefully with your parents/carers, so you all understand what to do on the day.

This year all schools will be putting different measures in place for students to receive their GCSE results safely. It is likely that all students will have received their results electronically or in person by 12 noon. Therefore we warmly invite you to enrol with us between 1pm and 3pm on Thursday 20 August. If you are only able to attend in the morning however, we would be happy to welcome you but ask that this is no earlier than 11am in order to help us maintain social distancing and avoid having too many people on the school site. When you arrive, please do so via our main entrance gates off Blossomfield Road. As you drive or walk on to the school site, please follow the signs for Sixth Form enrolment. You will not be able to see the Sports Hall at first, follow the road round and it will appear clearly signposted.

We wish to reassure you that you will not be disadvantaged for Sixth Form enrolment if you visit us between 1pm and 3pm, as this is our usual time slot for external students. As previously mentioned in all our offer communications - *if too many students enrol for a particular course, and it is not possible to run extra groups, priority will be given to those students who have achieved the highest grades (9) on a sliding downwards scale.* Therefore the timing of your enrolment itself on the day is irrelevant and following your enrolment meeting on 20 August with a member of our team, we aim to send final confirmation of places on courses via email by 7pm that day.

If you **have met** the Sixth Form entry requirements, and those for your chosen A Level subjects, as outlined in your conditional offer, we ask that once at Alderbrook you come straight to the William Sedgwick Sports Hall, where we will be managing our enrolment process. If you choose to be accompanied, we politely request that it is with ONE adult only. On the windows and doors of the Sports Hall, you will see signs directing you to what will look like the end of the building. A welcome station will be located here where Alderbrook staff will happily assist you and guide you onwards.

Please bring with you: your GCSE results, photographic ID (passport or birth certificate) and a pen.

If you **have met** the Sixth Form entry requirements, but **not met** those for your chosen A Level subjects, as outlined in your conditional offer, but are still interested in a possible place at Alderbrook we would be pleased to welcome you on Thursday 20 August to discuss a future with us. Please see the attached to know which alternative A Levels you might be eligible to study with us. Once at Alderbrook please come straight to the William Sedgwick Sports Hall. If you choose to be accompanied, we politely request that it is with ONE adult only. On the windows and doors of the Sports Hall, you will see signs directing you to what will look like the end of the building. A welcome station will be located here where Alderbrook staff will happily assist you and guide you onwards. Please bring with you: your GCSE results, photographic ID (passport or birth certificate) and a pen.

If you **have not met** the Sixth Form entry requirements, and possibly **not met** those for your chosen A Level subjects, but are still interested in a possible place at Alderbrook we ask that you email enrolment@alderbrooksixthform.org Please use the **subject title 'Reserve List Request'**. In the body of your email add your full name, date of birth, the A Level subjects you would like to be considered for (as these may have changed), a contact telephone number and attach a copy / photo of your GCSE results. *We cannot guarantee of course, that there will be any reserve places.* All students should ensure that they have secured additional offers from other Post 16 providers.

If you decide on Thursday 20 August not to enrol at Alderbrook Sixth Form, we would be very grateful if you could email us as early as possible via enrolment@alderbrooksixthform.org to let us know, as we have a high demand for places. Please use subject title 'Decline Offer'. Indeed, if you have already decided you no longer wish to study at Alderbrook for your A Levels, please let us know now via enquiries@alderbrooksixthform.org

Please find attached our complete list of subject specific entry requirements should you wish to remind yourself of these. If you have not yet joined our Facebook Page or Twitter (@ABKSixthForm) social media channels, please do as lots of information gets posted for current and prospective students. We hope you find the information contained in this letter clear and straightforward. However, as always, please do get in touch via enquiries@alderbrooksixthform.org ahead of Friday 17 July (last day of Summer Term) if you have a query.

We wish you a relaxing summer and hope to see you on Thursday 20 August.

Yours faithfully,



Mrs Anna CJ Allen
Assistant Headteacher:
Director of Sixth Form & IAG