

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 School 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.

Following electronic email distribution at 8am of GCSE results, Alderbrook School pupils will be given a specific time slot (from 9am) to come into school on the morning of Thursday 20 August to collect official paper results. It is really important that you adhere to your given time and designated collection Hall to avoid too many people being on the school site at any one time. Please note, you will not be disadvantaged for Sixth Form enrolment if you visit us later in the morning due to your collection time slot because 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 would ask you to come straight to the Sports Hall once you have collected your results, where we will be managing our enrolment process. Please bring a pen with you. We ask that if you choose to be accompanied, it is with ONE adult only. You will see a welcome station at the far end of the building – by the student entrance to the changing room corridor near the external ‘food hub’ – and staff here will check your details and guide you onwards.

If you **have not met** the Sixth Form entry requirements, and 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 simply add your full name, the A Level subjects you would like to be considered for (as these may have changed) and a

contact telephone number. We respectfully ask that you do not approach the Sports Hall building on the morning, in order to help us get through the enrolment processes efficiently and so move on to any available reserve list places earlier in the day. *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