



1536



1701

THE COOPERS' COMPANY AND COBORN SCHOOL

Love as Brethren

Headteacher: Ms Sue Hay, BA (Hons), PGDip, NPQH, NPQEL

St Mary's Lane, Upminster, Essex RM14 3HS

| Tel: 01708 250500 | Email: info@cooperscoborn.org.uk | Website: www.cooperscoborn.org.uk |

Tuesday 15th October 2024

Re: Year 13: Update

Dear Parent(s) and Carer(s)

At the end of a very busy first half term, we thought it would be useful to provide you with an important update:

Mock Examinations: Monday 25th November to Friday 6th December

You will shortly be receiving a detailed letter from the Exams Office regarding the upcoming mock examinations. As you are aware, we have moved the Year 13 mock examinations forwards by two months to ensure that we are providing students and yourselves with the most up to date academic information. We feel this is a really important move to help your son/daughter make progress in this critical year. We will also be able to complete re-mock examinations in March.

It is obviously a difficult balancing act for us explaining the importance of these examinations, whilst not creating undue stress and anxiety for your son/daughter. I wanted to reiterate five points:

- It is going to be critical that you son/daughter completes revision over the half term break; it should not be seen as a two-week holiday. The examinations start 15 school days after we return and this time away from school provides students in Year 13 with an important period where they can consolidate their learning and begin the process of preparing fully for the mocks. Deputy Head, Mr Edwards spent considerable time in assembly this morning making this point.
- If your son/daughter is unable to attend any examination (for example, illness), then it is critical that you contact the school and inform the Exams Office, prior to the examination taking place.
- The examinations run in a very strict manner and your son/daughter is expected to adhere to all the regulations (for example, no mobile phones/electronic devices).
- Your son/daughter will be provided with feedback on their performance by their subject teachers as soon as possible in lessons (from early December) - they will also find out an 'overall grade' for each mock examination sat, in January, after the Christmas break
- Please note that these grades will be communicated to you formally, in January prior to the Year 13 Consultation Evening – please do not wait until this formal communication; have a conversation with your son/daughter before the Consultation Evening, as they will almost certainly know how they got on!

Study Facilities/Learning Zone/Non-contact time

Your son/daughter's timetable includes a significant number of study/assessment periods. These compulsory periods are a crucial aspect of 6th Form life. It is critical that your son/daughter uses this time productively when in school and we have made this expectation clear. For some of these sessions, your son/daughter may not always have access to a PC, so it is important that they plan ahead and bring suitable work to complete for the duration of the session.



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School Library

The School Library is available for students to use as a private, silent study space. Whilst there are a number of timetabled English and Library lessons that take place in the Library, there are substantive periods of time when it is available for your son/daughter to privately study. Students will need to sign in with the Librarian when they use the Library; additionally, please note that no food or drink is permitted in the Library.

Mobile Phones

As you are aware, our entire school site is a mobile phone/headphone free site. Recently the Department for Education (DfE) has provided strengthened guidance to schools regarding the importance of banning mobile phone use by students. Whilst we are clear on our position, we are a little more flexible with 6th Formers. I wanted to re-confirm the following:

- Your son/daughter is permitted to use their mobile phone/headphones in the following locations:
 - The 6th Form Common Room
 - Study space R16/R17
 - The Learning Zone
- If students are in a supervised study session with members of staff, then the device must only be used to support their learning – e.g. it should be on silent and not be used to make calls/watch Netflix etc
- It is important to reiterate that students are not permitted to use their mobile phone/headphones in any area of the school other than those detailed above. If a student breaches this policy, a member of staff will confiscate their phone until the end of the day and a 30-minute detention will be issued. A copy of our mobile phone policy can be found on the school website.

Lunchtime & Social Sport

Due to limited space, students are not able to play social sport at any time after half term. During lesson time, students should be independently studying, when not in a lesson, or based in the Common Room. At lunchtime, we have to provide outdoor space to the students in Year 7-11, who do not have access to their own Common Room. As such, outside of enrichment and timetabled PE lessons, students are not permitted to take part in social sport (for example, informal games of football etc) at any time. We have a huge range of sports clubs that students can become involved in if they wish to take part in sporting activities.

Uniform

We wanted to thank all parent(s)/carer(s) for your support of the school uniform policy; Year 13 are looking exceptionally smart and are looked up to as role-models within the school. Over the past week or two, there have been a small number of students who are starting to breach our policy on a regular basis; where this is the case, we will contact you.

Accepting university offers

Please note that for UCAS applications, once students have received all their offers/rejections from the institutions they applied to, they need to ensure that they reply to offers by a certain date. This date varies for each student, based on when they received their final offer from an institution, but for most students this will be June 2024. It is important that your son/daughter pays particular attention to their UCAS deadline and replies to all offers by this date. We would encourage students to wait until after their re-mock examination results in March, before they confirm their decisions with UCAS, so as to make the most informed decision.



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Universities will put pressure on offer holders with regards to accommodation choices, but I would not rush into this critical decision; my experience is that post-re-mock results (in March) will still leave sufficient time with regards to university accommodation choices.

Once students have received all their decisions from universities, they will have three options:

- Decide which offer they will make their first choice - known as 'firm acceptance'. They can only have one firm acceptance. If they accept an unconditional offer, as their firm acceptance they are agreeing that they will attend the course at that university or college. If they accept a conditional offer, they are agreeing that they will attend the course at that university or college if they meet the conditions of the offer. In this instance, they can accept another offer as an insurance choice.
- Decide which offer they will make as their backup choice - known as insurance acceptance. Their insurance choice can be conditional or unconditional (depending on what the terms of their unconditional offer are) and acts as a back-up, so if they don't meet the conditions for their firm choice but meet the conditions for their insurance, they will be committed to the insurance choice. They can only have one insurance choice. It is important that in the majority of cases this insurance offer is of lower grades than their first choice. Please note that each year students/parents disregard this advice and as a result end up in 'Clearing' in the summer. Around 20 students were in this position last summer. Please ensure that the 'insurance' choice is of lower grades than the 'firm' choice.
- Decline - Once they have decided which offer to accept firmly, and which (if any) to accept as an insurance, they must decline all other offers.

If a student is in an unfortunate position of not receiving any offers from institutions then they will then be eligible to use UCAS Extra or Clearing, depending on circumstances. UCAS Extra is a facility open from late February which enables students who have received no offers, to make one extra choice at this late stage. If your son/daughter wishes to use UCAS Extra then they should speak to one of the pastoral team at the school.

Also, one final reminder – the A Level examinations start three weeks after we return from the Easter holiday; we would strongly recommend you do not take an extended family holiday over the Easter period.

Your son/daughter are part of a wonderful cohort of students and we are thoroughly enjoying working with them. Thank you for all your ongoing support.

If you have any questions, please do not hesitate to contact us at the school.

Yours sincerely

Mrs J Marshall
Head of Year 13

Mr R Bell
Deputy Head/Director of 6th Form