2026/27

PARENT & CARER HANDBOOK

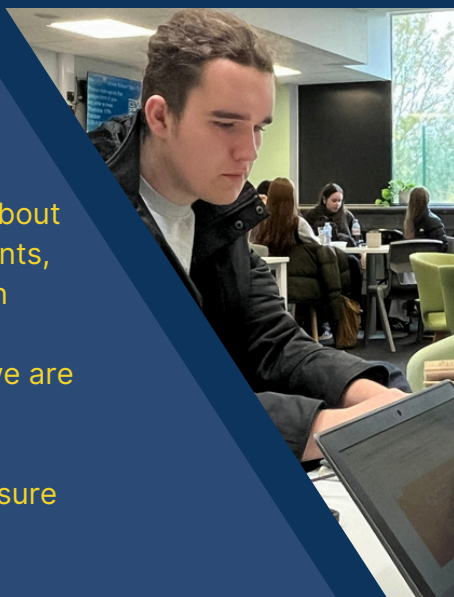
Welcome to Glossopdale Sixth Form

Supporting your child's future success.

This handbook is designed to provide parents and carers with key information about life in our Sixth Form. It outlines our expectations, the support available to students, enrichment opportunities and how we work together to help every young person succeed.

Whether your child is aiming for university, an apprenticeship, or employment, we are committed to supporting them in achieving their goals and developing the skills, confidence and independence they need for the future.

We look forward to working in partnership with you over the coming years to ensure your child makes the most of their time with us.



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WELCOME
MESSAGE

Daniel Peate
Head of Sixth Form

Dear Parents and Carers,

We are delighted to welcome your child to Glossopdale Sixth Form. Whether they are continuing their studies with us or joining from another school, they are now part of a close-knit, ambitious and supportive community. At Glossopdale, we take great pride in providing a friendly and inclusive environment where every student is encouraged to aim high and feel confident about their future.
Our Sixth Form team is committed to supporting each young person — not only in their academic progress, but also in their personal development. From the very start, students will benefit from staff who know them well, understand their aspirations and are dedicated to helping them succeed.
We look forward to working in partnership with you over the coming years.

Looking Ahead
The next two years offer a unique opportunity for your child to grow — developing greater independence, deepening their subject knowledge, and preparing for life beyond Sixth Form; whether that be university, an apprenticeship or employment.

We expect all of our students to work hard, take responsibility for their learning and engage fully in the life of the Sixth Form. In return, we provide the guidance, resources and opportunities they need to achieve their full potential.
We look forward to working with you and your child and seeing all that they will accomplish in the coming years.

KEY PEOPLE
AND CONTACTS

Mr Daniel Peate
Head of Sixth Form
Responsible for the overall leadership of the Sixth Form, including academic progress, pastoral care and post-18 destinations.
📧 **dpeate@glossopdaleschool.org.uk** 📞 **01457 862336**

Mrs Kath Boakes
Sixth Form Learning Manager
The first point of contact for parents regarding day-to-day support, wellbeing, attendance and any general queries.
📧 **kboakes@glossopdaleschool.org.uk** 📞 **01457 862336**

Ms L Healey
Deputy Headteacher – Safeguarding Lead
If you are worried about your own safety or someone else's, you can speak directly to Ms Smith, Mr Peate, Mrs Boakes or email the safeguarding team.
📧 safeguarding@glossopdaleschool.org.uk

Mrs Joanne Green
Careers Adviser
Provides guidance on planning next steps, including university applications, apprenticeships, and employment. One-to-one careers appointments are available for students throughout the year.
📧 careers@glossopdaleschool.org.uk

The Sixth Form team will play a key role in supporting their academic progress and personal development throughout Sixth Form. If you are unsure who to contact, Mrs Boakes (Sixth Form Learning Manager) is always a good first point of contact.

MCAS (My Child At School)
MCAS is our primary method of communication with parents and carers. It allows you to view your child's attendance, progress reports and important messages from the school. Please check MCAS regularly to stay informed.
If you need help accessing MCAS, please contact info@glossopdaleschool.org.uk.

TERM
DATES

Term	First Day of Term for Students	Last Day of Term for Students
Autumn Term 1	Monday 7 September 2026	Thursday 22 October 2026
Autumn Term 2	Tuesday 3 November 2026	Friday 18 December 2026
Spring Term 1	Tuesday 5 January 2027	Friday 12 February 2027
Spring Term 2	Monday 23 February 2027	Thursday 25 March 2027
Summer Term 1	Monday 13 April 2027	Friday 28 May 2027
Summer Term 2	Monday 8 June 2027	Thursday 23 July 2027

Please note: INSET days and Planning Days may be subject to change.

INSET, Planning Days & Bank Holidays
(School closed to students)

- INSET Day — Thursday 3 September 2026
- INSET Day — Friday 4 September 2026
- INSET Day — Friday 23 October 2026
- Closure Day — Friday 2 November 2026
- INSET Day — Monday 27 December 2026
- Planning Day — Monday 4 January 2027
- Planning Day — Friday 12 April 2027
- Bank Holiday — Monday 3 May 2027
- Planning Day — Monday 7 June 2027
- INSET Day — Monday 26 July 2027

ADMISSIONS
STATEMENT

Glossopdale Sixth Form offers an excellent environment for students to continue their education and prepare for future success. Our thriving Sixth Form benefits from its own state-of-the-art accommodation and a welcoming, supportive community. We are proud of our strong track record of helping students make excellent progress from their GCSE starting points, and of our success in preparing students for university, apprenticeships or employment.

Our curriculum is broad and varied. We offer both academic A Level courses and Level 3 vocational qualifications (BTEC and Cambridge Technical). For students who do not achieve a Grade 4 in GCSE English and/or Maths, we provide a GCSE resit programme to support their continued progress.

Entry Criteria

The standard entry requirement for Sixth Form study is:

- 5 GCSE grades 9–4 in separate subjects, or an equivalent Merit or above in Level 2 BTEC qualifications
- A minimum of Grade 4 in English and Maths

Some subjects have specific entry recommendations — details can be found in the Sixth Form Course Directory.

While these entry requirements are ambitious — reflecting the level of challenge at A Level and Level 3 — we review all applications individually. Our primary aim is to ensure that students are placed on a programme where they can succeed. Where appropriate, we will offer flexibility for students whose strengths and subject choices indicate potential for success, even if they have not fully met the overall entry requirements.

Applications

We welcome applications from current Glossopdale students, students from other schools, and those who have been home educated. New students settle quickly and are warmly welcomed into our inclusive and supportive Sixth Form community. Whatever your background, we will work with you to ensure a smooth transition and help you thrive academically, socially, and personally.

The initial deadline for applications is by Christmas of Year 11, although we continue to accept applications up to September enrolment.

Every applicant is invited to a consultation meeting with a member of the Sixth Form team. This is an opportunity to discuss course choices, explore possible career pathways, and ensure students are placed on the most suitable programme for their needs and ambitions.
All offers of a place are conditional on GCSE and BTEC results in the summer.

Enquiries

If you have any questions about Sixth Form admissions — whether you are a parent of a current student or considering Glossopdale Sixth Form for the first time — please contact:
Mrs Kath Boakes – Sixth Form Learning Manager
📞 01457 862336
📧 sixthform@glossopdaleschool.org.uk

COMMUNICATING WITH **PARENTS AND CARERS**

At Glossopdale Sixth Form, we believe that regular communication between home and school plays a vital role in supporting student success. We aim to keep parents and carers well informed about academic progress, attendance, and key events.

We communicate with parents and carers in the following ways:

- MCAS (My Child At School) – This is our primary method of communication. Parents and carers should use MCAS to track attendance, view progress reports, and receive key messages throughout the year. It is important that you check MCAS regularly to stay up to date
- Phone Calls – Used for more urgent or sensitive matters
- Parents' Evenings – Held during the year to provide an opportunity to discuss your child's progress with subject teachers and the Sixth Form team
- Progress Reports – Issued at key points in the year to keep you updated on academic performance and attendance.
- Text Alerts – Occasionally used for important reminders or urgent notices
- Website and Social Media – General updates and announcements are shared via our website and social media channels

We use ParentPay for all payments, including trips, books and school meals. This is a secure and convenient online system that allows parents and carers to make payments quickly and easily. We do not accept cash payments in school — all payments should be made via ParentPay.
Students can also pay by card for food and drinks in The Pod, our Sixth Form café.
If you need any assistance setting up or using your ParentPay account, please contact info@glossopdaleschool.org.uk.

HIGH
STANDARDS

As members of the Sixth Form, students are role models for younger pupils and ambassadors for Glossopdale School and Sixth Form. We expect them to maintain high standards of behaviour, attitude, and appearance at all times. The following expectations apply both in and out of the classroom:

Appearance
Sixth Form students are expected to dress appropriately for a school environment. Their clothing should be respectful and suitable for an 11–18 setting.

The following guidelines apply:

- No offensive slogans or logos
- Midriffs should not be visible
- One nose piercing permitted (stud only)
- No visible tattoos
- Hats or hoods should not be worn inside the building

Conduct:
Sixth Form students are expected to demonstrate mature, respectful and professional behaviour at all times. As role models for younger students, their conduct should reflect this responsibility throughout the school day.

We expect students to:

- Treat staff, fellow students, and visitors with respect
- Set a positive example through their words, actions, and attitude
- Wear their ID badge visibly at all times while on school premises
- Sign in and out using the school systems when arriving or leaving during the day
- Refrain from eating food or drinking hot drinks during lessons — only water is permitted in classrooms
- Uphold the school's values and comply with all Sixth Form rules and policies

ATTENDANCE & **PUNCTUALITY**

High attendance and excellent punctuality are key factors in ensuring academic success. Research consistently shows that poor attendance has a significant negative impact on student outcomes. For example, attendance below 95% is typically linked to an average drop of one A-level grade per subject, rising to two grades when attendance falls below 90%.

To support students in achieving their potential, our attendance expectations are as follows:

- Students are expected to maintain a minimum attendance rate of 95% or above.
- Students must know and stick to their weekly timetable, attending all scheduled lessons, Personal Development sessions, and enrichment activities.
- Punctuality is essential — students must arrive on time to all sessions. Persistent lateness disrupts learning and may result in sanctions.

Please note;
Failure to meet attendance and punctuality expectations will be addressed through a staged support process:

1. Informal meeting with the Sixth Form Learning Manager to set targets and offer support.
2. Formal meeting with the Head of Sixth Form and Learning Manager if there is no improvement — a warning and written targets will be issued.
3. Formal meeting with the Assistant Headteacher (Sixth Form), with parents/carers present. A final warning will be issued.
4. Continued failure to meet expectations may result in the student being asked to leave Glossopdale Sixth Form.

Reporting an Absence
If your child is going to be absent, they must email: sixthform@glossopdaleschool.org.uk as soon as possible.

The email should include:

- The reason for their absence
- The date they expect to return
- A copy of the email should also be sent to their parent/carer

This allows us to maintain accurate records and provide any necessary support.

Any requests for exceptional circumstances leave must be made in advance. A request form can be collected from Mrs Boakes in the Sixth Form Office or downloaded from the school website homepage.
Please note that assessments or examinations missed due to a requested absence will not be rescheduled.

THE SCHOOL **DAY**

The Sixth Form day runs from 9:20am to 4:10pm. We operate a two-week timetable, with most subjects taught for 8 or 9 hours per fortnight.

As well as their lesson, all students also attend:

- One Personal Development session per week
- One hour of Personal Enrichment per week

Personal Development prepares students for life beyond Sixth Form — covering topics such as study skills, mental health, employability and personal finance.

Personal Enrichment helps students develop wider skills through activities such as volunteering, leadership, sport, creative projects, and work experience.

Daily Timetable:

- Period 1: 9:20am – 10:20am
- Break: 10:20am – 10:35am
- Period 2: 10:35am – 11:35am
- Period 3: 11:35am – 12:35pm
- Lunch: 12:35pm – 1:10pm
- Period 4: 1:10pm – 2:10pm
- Period 5: 2:10pm – 3:10pm
- Period 6: 3:10pm - 4:10pm

Independent Study:
Up until Christmas, students complete one hour per subject per week of supervised College Study. This is reviewed at Christmas. Students are also expected to use non-timetabled periods for independent study.

Timetables:
All students will receive a full timetable at the start of the year. Parents and carers can view their child's timetable through the MCAS app.

Leaving Site:
Students may leave site at any time when not timetabled. They must always sign in and out for safeguarding purposes.

Facilities:
The Sixth Form building opens at 8:00am and remains open until 4:10pm for independent study. Students use The Pod café during break and lunchtime.

ACADEMIC **SUPPORT**

We closely monitor and support each student's academic progress throughout their time in Sixth Form.

Aspirational target grades are set for all students using ALPs. These targets are based on GCSE results and reflect what a student could achieve if performing in the top 25% of students nationally. The targets are designed to stretch and challenge students and we provide the support needed to help them work towards these goals.

Students regularly record their working grades on subject tracking sheets, which helps them monitor their own progress and identify areas where additional effort or support may be needed. Every half term, they review these tracking sheets during Student Reflection Sessions, where short-term goals are set.
Each term, students also take part in a formal Subject Review Meeting with their teachers. This one-to-one conversation focuses on their progress in each subject and the steps needed for further improvement.

Teachers report student progress to the Sixth Form team three times per year. This data helps us to quickly identify any students who may need extra support. If a student is not meeting their target grades in two or more subjects, we will invite them — along with parents/carers if needed — to an Individual Action Plan (IAP) meeting with Mrs Boakes. Together, we will agree personalised targets and strategies to help the student get back on track.

Over the two years, students will receive four progress reports and there will be four Parents' Evenings, providing regular opportunities to review progress and discuss next steps. Students will also sit mock/trial exams and have regular review meetings where needed to ensure they remain on track.

INDEPENDENT **STUDY**

Independent study is essential for success at A-Level. Classroom lessons alone are not enough — students need to take responsibility for their own learning outside of lesson time in order to achieve their target grades.

Why Independent Study Matters:

- Builds deeper understanding — reviewing and applying learning helps secure long-term understanding
- Improves exam performance — regular revision and practice build confidence and exam skills
- Develops vital skills — time management, organisation, and self-motivation are essential for success in university, apprenticeships, and employment
- Directly linked to outcomes — students who commit to regular independent study consistently achieve better results

What Independent Study Should Involve:

Students should aim to complete around 5 hours per subject, per week of independent study. This can be done at home or in Sixth Form study areas. Effective independent study might include:

- Reviewing lesson notes and organising folders
- Completing homework and improving previous work
- Revising with flashcards, mind maps, or past papers
- Carrying out wider reading or research tasks
- Acting on teacher feedback
- Preparing for assessments or coursework deadlines

Independent study is not simply about doing more — it's about working consistently and effectively. We encourage parents and carers to support good study habits at home and to contact us if their child would benefit from additional advice on effective study methods. The effort students invest in independent study now will make a real difference to their results and future opportunities.

PASTORAL
SUPPORT

We place great importance on the wellbeing of our Sixth Form students. If your child ever needs advice, support, or someone to talk to, the Sixth Form team is here to help.

For any concerns — whether academic, personal, or emotional — your child can speak in confidence to:
Mrs Kath Boakes – Sixth Form Learning Manager
📧 kboakes@glossopdaleschool.org.uk

Mr Daniel Peate – Head of Sixth Form
📧 dpeate@glossopdaleschool.org.uk

We also have dedicated school counsellors available to support Sixth Form students. If your child is experiencing difficulties, they can request an appointment through Mrs Boakes, who will help them access the right support.

Useful External Resources:

Should your child need support outside of school, the following services are available:

- Kooth – Free, safe, and anonymous online counselling and peer support for young people aged 11–18.
- 42nd Street – Manchester-based service offering online counselling, group work, and one-to-one support for young people aged 11–18.
- Tameside & Glossop Talking Therapies – Free NHS service for anyone aged 16+ registered with a GP in Tameside or Glossop. Offers support for low mood, stress, and anxiety.

Please remind your child that they are never alone — there is always support available, both in school and through trusted services.

16-19
BURSARY

Applications for the 16–19 Bursary Fund open every September, but you can apply at any point during the academic year if your circumstances change. Full guidance and the application form will be provided — please ensure you read the guidance carefully before submitting your application.

What is the 16–19 Bursary Fund?
The fund provides financial support to help 16–19 year olds overcome barriers to continuing their education. It is provided by the government and managed by Glossopdale Sixth Form.
There are two types of bursary available:

1. Bursary for Defined Vulnerable Groups
Students in certain vulnerable circumstances may be eligible for up to £1,200 per year. You may qualify if:

- You receive Income Support or Universal Credit in your own name
- You are in care or a care leaver
- You receive both Employment Support Allowance and Disability Living Allowance or Personal Independence Payment

2. Discretionary Bursary
This means-tested bursary helps with the cost of transport, books, equipment, and other course-related expenses.
To apply, you must:

- Be aged 16–18 on 31 August
- Meet UK residency requirements
- Be enrolled on a course funded by the Department For Education (DFE)

The only exceptions are:

- 19+ continuers — students aged 19 who are continuing on a study programme they began aged 16–18
- Students aged 19 or over with an Education, Health and Care (EHC) Plan

Will this be income assessed?

- Yes. If your gross household income is £35,000 or less, you may be eligible. All taxable income and benefits will be taken into account.

At the discretion of the Head of Sixth Form, any student who is experiencing significant financial hardship due to current / changed circumstances or with an exceptional situation may also be considered.

If you have any questions, or if your family circumstances change during the year, please speak to Mrs Boakes in the Sixth Form Office.

KEY DATES

2026
17th September - Parent Information Evening
5th - 16th October - Subject Review Meetings
2nd - 13th November - Year 13 Mock Exams
19th November - Sixth Form Open Evening
TBC December - Parents Evening / Year 13 Reports Home
11th December - Christmas Trip

2027
18th - 29th January - Subject Review Meetings
22nd - 5th March - Year 13 Mock Exams
2nd March - Year 12 UCAS Discovery Day Visit
18th March - Parents Evening and Reports Home
TBC April - Year 12 University Visit
10th May - External Exams Start
10th - 21st May - Subject Review Meetings
18th June - Sixth Form Leavers Meal
21st June - Y12 Trial Exams -
5th July - Year 12 Work Experience
22nd July - Sixth Form Summer BBQ

UCAS and Apprenticeship Deadlines
Students applying to university through UCAS must submit their applications by the Sixth Form's internal deadline in late October. This allows time for references to be written and final checks to be completed well before the national UCAS deadline in January.
For students applying to Oxford or Cambridge or for courses in Medicine, Dentistry, or Veterinary Science, an earlier internal deadline in early October is set to meet the national deadline for these highly competitive courses.
For those applying for higher or degree apprenticeships, deadlines vary depending on the employer. Some opportunities open as early as October in Year 13 and can involve multiple stages, such as online assessments, interviews, and assessment centres. Early research and preparation are therefore essential.
The Sixth Form team provides guidance and support throughout the year to help students meet key deadlines and submit strong, well-prepared applications.

WHERE YOU BELONG
WHERE YOU GROW

Glossopdale Sixth Form
Newshaw Lane
Glossop
SK13 2DA
www.glossopdaleschool.org.uk/sixthform