



DIXONS
SIXTH FORM
ACADEMY

PARENTS' & CARERS' **GUIDE**



INTEGRITY | CURIOSITY | RESPECT

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WELCOME FROM THE PRINCIPAL



We are delighted that your son or daughter has decided to enrol with us. We hope the following information will enable you to support your son or daughter to thrive right from the start of their time at D6A.

We provide students with opportunities to learn beyond the classroom and be curious about the possibilities ahead of them. All YR1 students go on a compulsory trip in their first term with us, helping them to try new things, see new sites and learn more about themselves as well as others. With our broad enrichment programme, students can opt to learn new things from sign language, to rock climbing, song writing to ancient Greek. We pride ourselves on providing a curriculum which develops students as individuals. We have a bespoke lecture programme, which equips students with the cultural capital and powerful knowledge for 21st century life.

The overwhelming majority of our students leave us to go onto University level study and we have set out our stall to provide an environment which allows students to develop from a school to a university mentality. Our students are supported to apply for prestigious universities with lots of our students studying at the University of Leeds and the University of Manchester.

Within this D6A Parent and Carers Guide you will find key information to support your son or daughter as they transition to D6A. Also enclosed is a Consent Form for college trips that will need to be returned with your son/daughter when they enrol.

Dixons Sixth Form is a true halfway house between school and University. We expect our students to respect this adult environment and do not tolerate serious misconduct (such as physical violence, homophobic abuse or possessing or using illegal drugs). As a 16-19 academy we reserve the right to permanently remove the place of students involved in serious misconduct in line with our discipline policy.

We look forward to your son/daughter studying with us and seeing their success as they study with us.

MARK ROTHERY

THE D6A

LEARNER AGREEMENT

All D6A students sign a Learner Agreement during their enrolment interview and this outlines our expectations for students when at the college. This is set out below for your information. The majority of D6A students study three A level courses or the equivalent with a mix of A levels and BTEC Level 3 qualifications. At the end of YR1 students who are identified as achieving high grades and with excellent attendance will be offered the opportunity to complete an EPQ (Extended Project Qualification) in addition to their chosen subjects.

RESPECT

I agree to treat all our college community with respect, behave responsibly, with courtesy and kindness to all, regardless of background or opinion. I will maintain this respect within and travelling to and from the college. I will respect the college buildings and equipment and I agree to leave all rooms tidy after using them. I will pay for the replacement of any college equipment or books lost or damaged.

FOCUS & WORK COMPLETION

I will work hard in and out of lessons, ensuring I consistently focus and complete all independent set work to the highest standard and hand it in on time.

4.

ATTENDANCE

I will attend all timetabled lessons, teacher directed sessions and the college YR1 trip. I will also arrive on time to college and my lessons every day. I will inform the college before 8:20am if I am unable to attend due to illness. I understand that the college does not authorise routine medical appointments and does not allow any holidays and/or religious pilgrimages during term time. I am aware that I must be available from 9am- 4pm Monday to Friday.

SUMMER WORK COMPLETION

I understand that I am not fully enrolled as a student at Dixons Sixth Form College until I have completed all the Summer Bridging Work in the subjects I have chosen to study.

ESSENTIAL COSTS

I understand that I will need to activate a Parent Pay account linked to the Sixth Form and unless I am in receipt of a bursary make a payment of £5 per term for the Big Meal Event and pay for the compulsory whole year group trip. If required, I agree to pay a £10 non-refundable fee for a locker at college.

CHECKING ONLINE INFORMATION & EMAIL

I will check all required online systems regularly to receive notices, monitor my performance and update my student review twice a year with relevant information, reflections and targets. This includes reading and responding to Teams messages, emails and checking Improve (our online progress portal). I commit to actively seeking out MEE (Meaningful Employer Engagement) including work experience / talks from prospective employers / other relevant engagement such as volunteering opportunities. I will add details of this experience as well as my reflections on what I learned from it onto Improve.

COMMUNICATION WITH PARENTS/CARERS

I understand that while I am a student at Dixons Sixth Form College my parents/carers will be contacted if necessary. This includes when I fall short of expectations but also when I exceed expectations.

ENRICHMENT ACTIVITIES

I will take an active part in the college life including clubs, teams, trips and residential visits, in particular the compulsory year group trip.

AMENDMENT TO PROGRAMME

I understand that my place is dependent upon making progress and my programme of study may be changed should I not make sufficient progress in any courses.

LOSS OF PLACE

I accept that my place may be withdrawn should I fail to meet college expectations as set out in this agreement or should I become involved in a serious incident. Pending investigation, I may be asked to remain off site and my lanyard will be removed to prevent access to the site. More information on this can be found in the Discipline policy on the college website.

DIXONS SIXTH FORM COLLEGE WILL:

- Provide a safe and supportive environment for students to enjoy learning and achieve their full potential;
- provide a consistently high standard of Sixth Form teaching and set regular independent study work and effective feedback to ensure progress is made;
- set challenging targets for students to aspire to, review them regularly and provide parents/carers with regular reports and opportunity for discussion about students' progress;
- log on to our online systems, and contact home to praise and acknowledge students' successes as well as if there are concerns about students' conduct, effort, attainment or attendance and
- provide a wide variety of enrichment activities, relevant work experience, trips and residential visits.

SAFEGUARDING

To keep the college site secure, I commit to wearing my ID badge and lanyard at all times around the college site.



HOW YOU CAN **HELP**

A young man with short dark hair is wearing large black over-ear headphones. He is looking down at a laptop screen, which is partially visible in the bottom right corner. He is wearing a black hoodie with a colorful graphic that includes the word 'WARRIORS' in white outline letters over a background of red and orange flames and a blue and white eagle head. The background is blurred, showing what appears to be a classroom or office setting.

We know that students perform best when they are supported well by both their college and their parents or carers. Therefore, we want to share some key ways that you can help your son or daughter to reach their potential during their two years with us.

Not casual about learning



5 KEEP IN TOUCH WITH THEIR PROGRESS TUTOR:

Think of your son or daughter's Progress Tutor like their head of year from school. Their Progress Tutor will get to know them better than anyone else in college. They have the power to put in extra support and guidance for those students that need it and they can remove students from lessons to address any concerns. The tutor is the key link between college and home and for this reason, it's vital to develop strong relationships right from the start. If there is anything that you think the tutor needs to know, please do get in touch.

6 ALLOW THEM TO DEVELOP THEIR INDEPENDENCE:

It's great experience to prepare students for life beyond the classroom, to allow them to make their own way to and from college. Catching the bus or simply keeping fit and walking to college, are great ways for students to become more street wise.

1 KEEP THE COLLEGE DAY FREE FROM OTHER COMMITMENTS:

Some students will have study periods on their timetable and it may appear as though they finish earlier than the end of the college day. However, the most successful students keep these study periods free from other commitments to enable them to undertake independent study. Please avoid asking students to take on extra responsibilities, such as jobs or collecting siblings, during the college day.

2 ASK QUESTIONS ABOUT WHAT THEY ARE LEARNING:

Students learn best when they are actively recalling the knowledge they have gained through lessons and during independent study. Asking them over the breakfast table about what they've been learning helps to promote this.

3 TAKE THEM PLACES:

Taking your son or daughter to a university open day or careers/apprenticeship fair is one of the most powerful ways to help. Help them to really see what their future could hold.

4 ENCOURAGE THEM TO TRY NEW THINGS:

College provides great opportunities for students to try a new hobby or visit a new place. Support your son or daughter to try out different enrichments, or go on trips they haven't gone on before. This is all really crucial experience which will help to boost their confidence when it comes to applying to a top university, job or apprenticeship.



D6A LOGISTICS

THE COLLEGE DAY

The college opens its doors to all students at 8:20am. We suggest that this is the perfect arrival time for students, who can eat breakfast in the Mill Café before getting ready for their first lesson at 9am. The college day finishes at 4pm. Many students choose to continue their studies with us by using the college library which is open until 5pm Monday-Friday.

STUDY PERIODS

Almost all students will have some study periods on their timetables. We want to develop students' independence to prepare them for the world of work or further academic study. With this in mind, we provide students with the freedom to choose where they wish to study. They may decide to go home to study, or they can do so on our college site. Importantly, students should use this dedicated time to complete their work and get ahead of their revision for their exams.

FOOD

Students can buy food in the Mill Café or Generator Café. As mentioned above, we want to create an adult atmosphere and with this in mind, students are permitted to leave the site as they wish and can purchase food off site.

DRESS CODE

We do not follow a dress code. We only ask that students come to college ready and willing to learn and not wear anything that would be offensive to others. We do however ask that students do not wear hats inside of the building or anything that covers their faces, as we strongly believe in communicating face-to-face.

PASTORAL CARE

Our specialist Progress Tutor Team provide all the support and guidance that students will need to succeed. This includes academic intervention where required and challenging punctuality and attendance. It also means praising students for winning competitions, being rewarded by their subject teams and representing the college at events and sports fixtures. Every student has a dedicated tutorial slot once a week during which time sex, relationship, health and wellbeing education is also delivered.

LOCAL TRIPS AND VISITS

Students at Dixons Sixth Form may be involved in travelling across the city to offsite locations for enrichment or course activities. The college does not seek parental consent for events involving students supervised by members of staff within the City of Bradford. Events that take place further afield are always subject to individual risk assessments and for under 18 students require parental consent (the consent form is included with this pack and must be returned on Enrolment Day).



ATTENDANCE

Students who decide to study with us, do so under our Learner Agreement (set out on Page 4 of this Guide). This requires all students to attend all timetabled sessions consistently and on time. We take poor attendance very seriously, as we know that strong attendance has a direct correlation to academic outcomes.

Therefore, we will not permit students to take a leave of absence from college for routine medical appointments. Instead, we ask students to schedule dental, orthodontal and doctors' appointments after 4pm or during the holidays. This mirrors the world of work and sets students up for a resilient mindset. Moreover, holidays or trips abroad will not be permitted during term time and could result in students losing their place in college.

Please find the holiday dates for the 2023-2024 academic year below:

2023 TERM 1

1 Monday 4th September - Friday 20th October

YR1 Induction	Monday 4th September 2023
YR1 First Teaching Date	Tuesday 5th September 2023
Holiday	Saturday 21st October 2023 to Sunday 5th November 2023

2023 TERM 2

Monday 6th November 2023 - Friday 15th December 2023

Staff only day	8th December 2023
Holiday	Saturday 16th December 2023 to Monday 1st January 2024

2024 TERM 3

Tuesday 2nd January 2024 - Friday 9th February 2024

Staff only day	9th February 2024
Holiday	Saturday 10th February to Sunday 18th February 2024

2024 TERM 4

Monday 19th February 2024 - Friday 22nd March 2024

Staff only day	8th March 2024
Holiday	Saturday 23rd March to Sunday 7th April 2024

2024 TERM 5

Monday 8th April 2024 - Friday 24th May 2024

Holiday	Saturday 25th May to Sunday 2nd June 2024
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2024 TERM 5

Monday 3rd June 2024 - Friday 19th July 2024

Staff only day	8th July 2024
Holiday	Saturday 20th July onwards



KEY DATES FOR YOUR DIARIES

KEY ASSESSMENTS

KA1 (Monitoring Assessment)

Monday 25th to Friday 29th September 2023

KA2

Monday 4th to Thursday 7th December 2023

KA3

Monday 4th to Thursday 7th March 2024

KA4 (University Prediction Exam)

Wednesday 3rd to Friday 5th July 2024

In the lead up to each key assessment, students should be undertaking at least 1 hour of independent study per subject per night (as a guide).

COMPULSORY YR1 TRIP

Students will attend two trip days on either:

- Tuesday 10th October 2023
- Wednesday 11th October 2023
- Thursday 12th October 2023

PARENT/CARER EVENTS

New Parents/Carers' Information Evening

14th September 2023

Parent/Carers' Consultation Evening

10th January 2024

UCAS and Careers Fair & Parent/Carers' Information Event

6th March 2024



STUDENT FINANCIAL SUPPORT

At Dixons Sixth Form Academy we have a range of support for students to help them during their learning and development whilst studying with us.

FREE COLLEGE MEALS

Free meals up to the value of £5.50 per day will automatically be awarded if the student or parent/carer are in receipt of any income support, child tax credits, working tax credits, universal credit and/or supported under part VI of the Immigration and Asylum Act 1999.

CASHLESS COLLEGE

We run a cashless college where all payments for student trips, meals, study books etc are paid via an online secure system called Parent Pay. Login details will be issued shortly after student enrolment, and it is very important to activate your account as we expect prompt payment for all items including Big Meal Events, Iftar Event and trips.

10.

BURSARY FUNDS

The Government has given colleges a Bursary Fund to support 16–19 year olds with the cost of full-time education. The post-16 bursary is based on annual household incomes and is means tested. To be considered eligible for the bursary payments at Dixons Sixth Form, the total household income (employment and government assistance income included) must be below £30,000. Students who wish to apply will need to provide evidence of;

- Their household income in the form of a Final Tax Credit Award Notice and
- P60, Self-Assessment Tax Calculation Form or other benefits received such as universal credit.

There is also a further bursary available up to £1200 per year for students who may be living in care, are a care leaver, receive income support or Universal Credit in their own name or any student in receipt of the Disability Living Allowance.

To apply for the free college meals and bursaries, students must be enrolled on a full-time programme of study at Dixons Sixth Form, achieve an excellent standard of conduct and attendance, satisfy residency criteria and have their own current bank account (not savings). Online applications will be open once students have received their Dixons Sixth Form IT login details and families are advised to prepare this information in advance so applications can be processed quickly.

IMPROVE

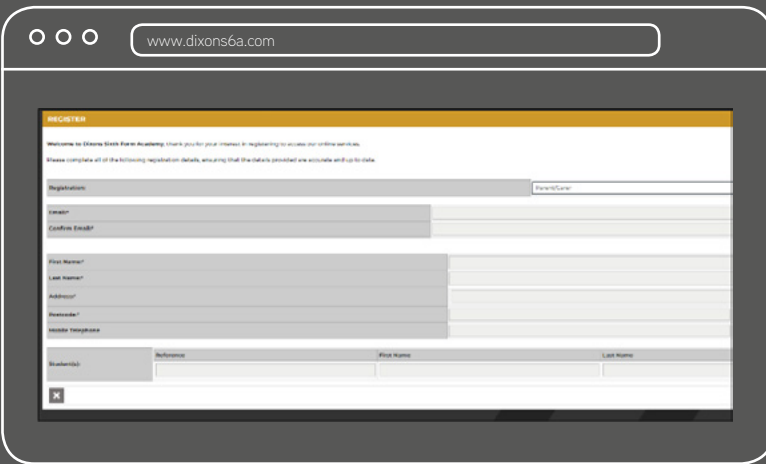
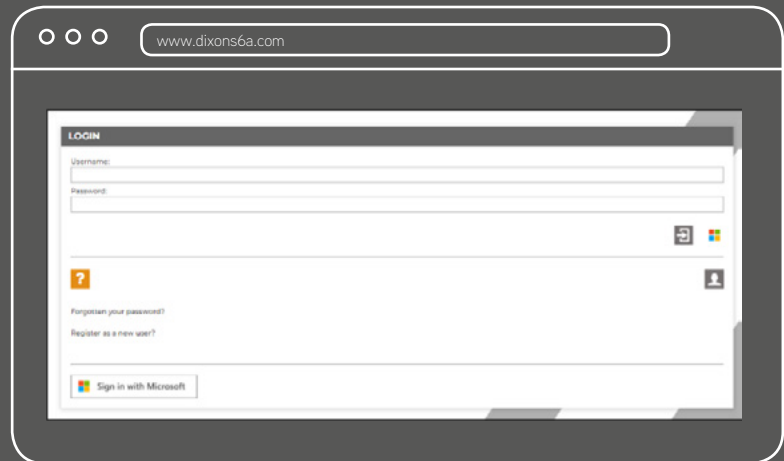
We encourage all parents and carers to access our online platform known as Improve. This houses key information about every student, including their attendance, punctuality, and academic progress. It also contains a log of pastoral support and intervention for every student. As mentioned

previously, the students who do the best are those who have support from home and college, so your use of Improve will really help to keep your son or daughter on track. Details on how to access Improve are set out below:

1

You can access Improve through the college website homepage www.dixons6a.com

When logging in for the first time you will need to register a new user.



2

You will then need to input your personal details and those of your son/daughter including their D6A number (found on their ID card). This needs to be added to the reference box.

3

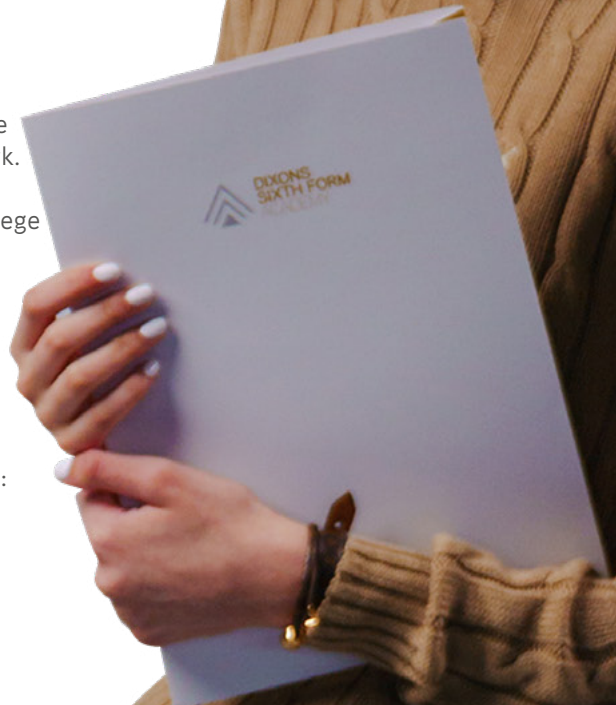
Once registering as a new user on Improve your account will be verified with 48 hours and you will then be able to access your son/daughter's information.



AND FINALLY...

Please find below a summary of key notes for parents and carers to help maximise students' outcomes with us:

- Students need to attend every day before 08.45am
- Students or parents need to ring college 01274 089770 before 08:30am if a student is unable to attend college detailing the reason why.
- Students must not take extended family trips or holidays during term-time.
- Parents/carers recognise the college's expectations and ensure students are able to attend additional sessions during the college day when directed.
- Students complete their independent study work on time and to the highest standard, including their summer work.
- Parents/carers attend meetings as requested by the college to discuss progress including consultation evenings.
- Parents/carers check Improve regularly to monitor the progress, attendance and behaviour of their son or daughter.
- Parents/carers ensure contact details are always up to date and inform reception if your contact details change: d6areception@dixons6a.com
- Parents/carers support students in participating in enrichment activities, work experience, trips and residential visits, in particular the YR1 group trip.



DIXONS SIXTH FORM ACADEMY
DOUGLAS MILL,
BOWLING OLD LN,
BRADFORD
BD5 7JR



@DIXONSSIXTH

