

GNSA Sixth Form

Student Handbook 2020-21



GURU NANAK MULTI ACADEMY TRUST

SHARE

SEVA - HUMILITY - ACHIEVEMENT - RESPECT - EQUALITY

01

Message From
our Founder



02

GNSA
SixthForm

05

Roles and
Responsibilities



08

Student
Expectations

10

Routines and
Procedures

TABLE OF CONTENTS



11

Form time
Expectations

12

Attendance and
Punctuality

13

Private Study
Expectations

14

Learning
outside your
classroom

15

How to succeed



16

Enrichment

20

Student
Parliament

22

Assessment and
Student Support

24

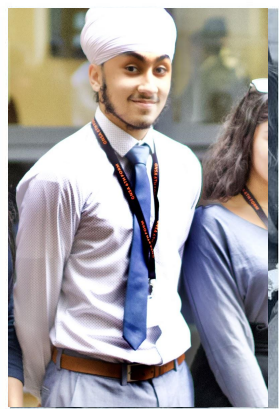
Preparing for
University

25

UCAS

28

ASPIRE
Diploma
Certificate



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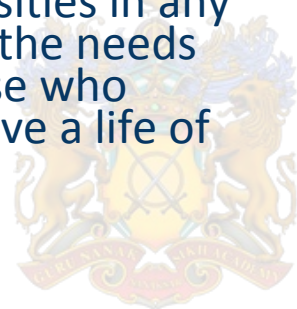
Education is a human right for children, a route out of poverty

SANT BABA AMAR SINGH JI

”



Every child deserves an education regardless of colour or creed. Every child should be given every opportunity to receive the best education and go onto University. Every child should use their gained knowledge to help those less fortunate. The need to have doctors, dentists, eye specialists and many more professional careers are all necessities in any given society. Every child should be taught to put the needs of others before themselves and to serve all. Those who serve others have my blessings and will go on to live a life of contentment.



Sant Baba Amar Singh Ji

WHAT DOES GNSA SIXTH FORM PROVIDE?



1

PERSONALISED LEARNING

At GNSA we pride ourselves in knowing, valuing and supporting every student. We support every student to take increasing responsibility of their own learning so they have the essential skills for HE, apprenticeship or employment

2

SPECIALIST TEACHING

Teachers have a great passion for their subjects and go out of their way to support and inspire students. At GNSA all our staff are driven to provide outstanding teaching, outstanding learning and outstanding student achievement



3

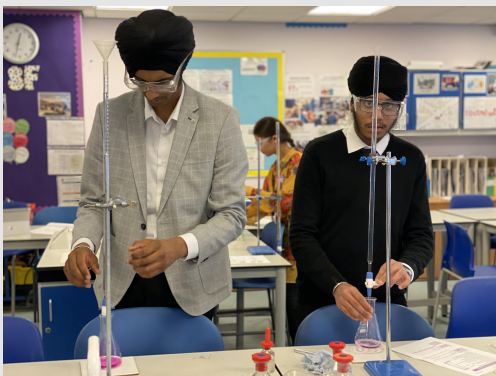
PRIVATE STUDY PROVISION

A place to unwind, organise, plan and work on your daily tasks in silence. Every professional needs time in a day to reflect on their work. Private study is a facility proven to be great for our young professionals allowing them to grow independent.

4

GROUP STUDY PROVISION

Teachers are supportive to help students organise group study in their subjects. Research shows that peer to peer tuition is the most effective way to reach your targets .



5

OUTSTANDING FACILITIES

The whole school is wifi enabled which means you can bring your laptop or tablets and work either in Private study or Library when you are not in lessons.

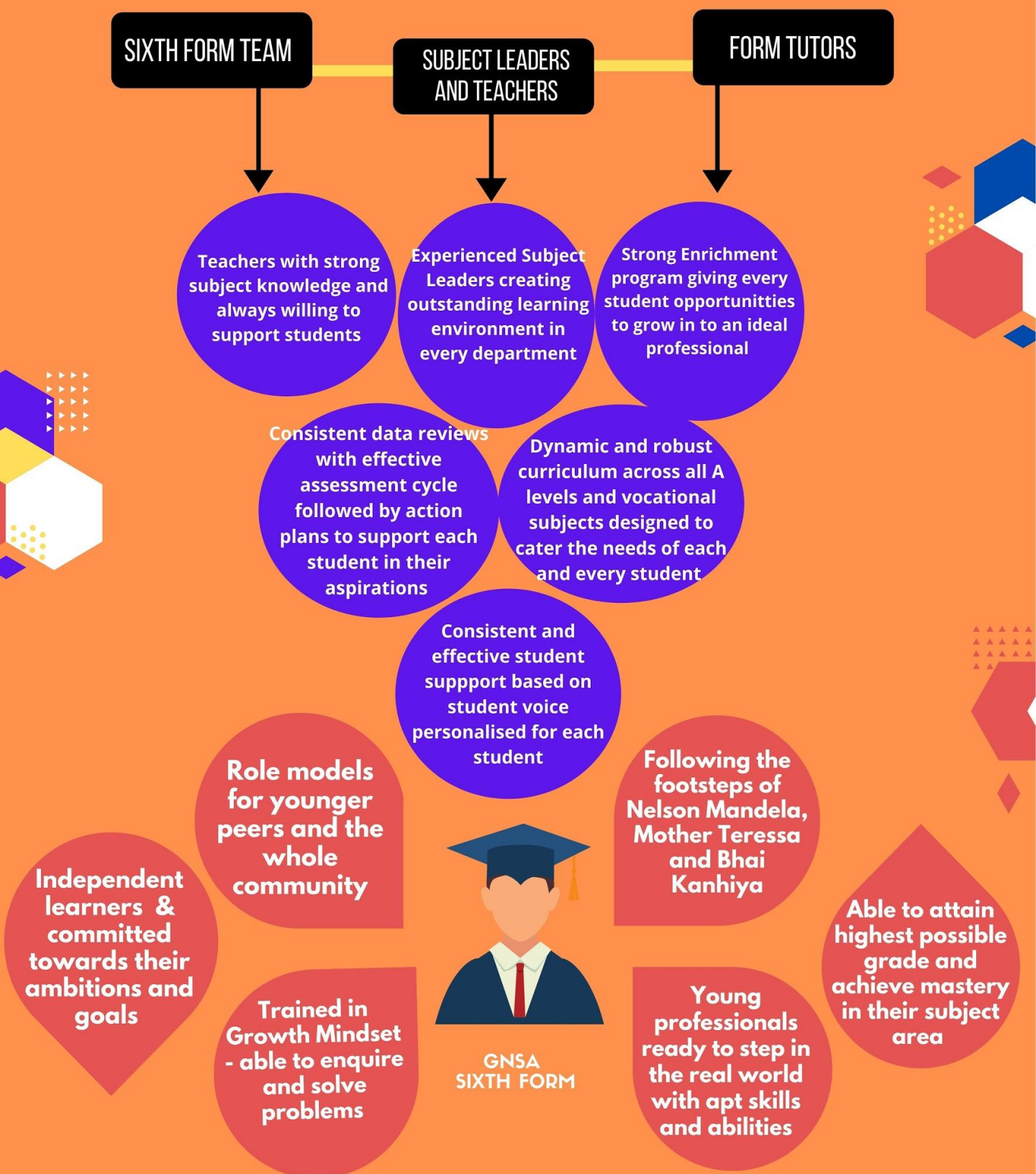


6

EFFECTIVE UCAS AND CAREERS MENTORING

We take responsibility of helping our students to get on the right and deserving courses. Sixth Form team will ensure that you receive all support and guidance to succeed in your chosen pathway. They will listen and work with you whenever you require their advice.

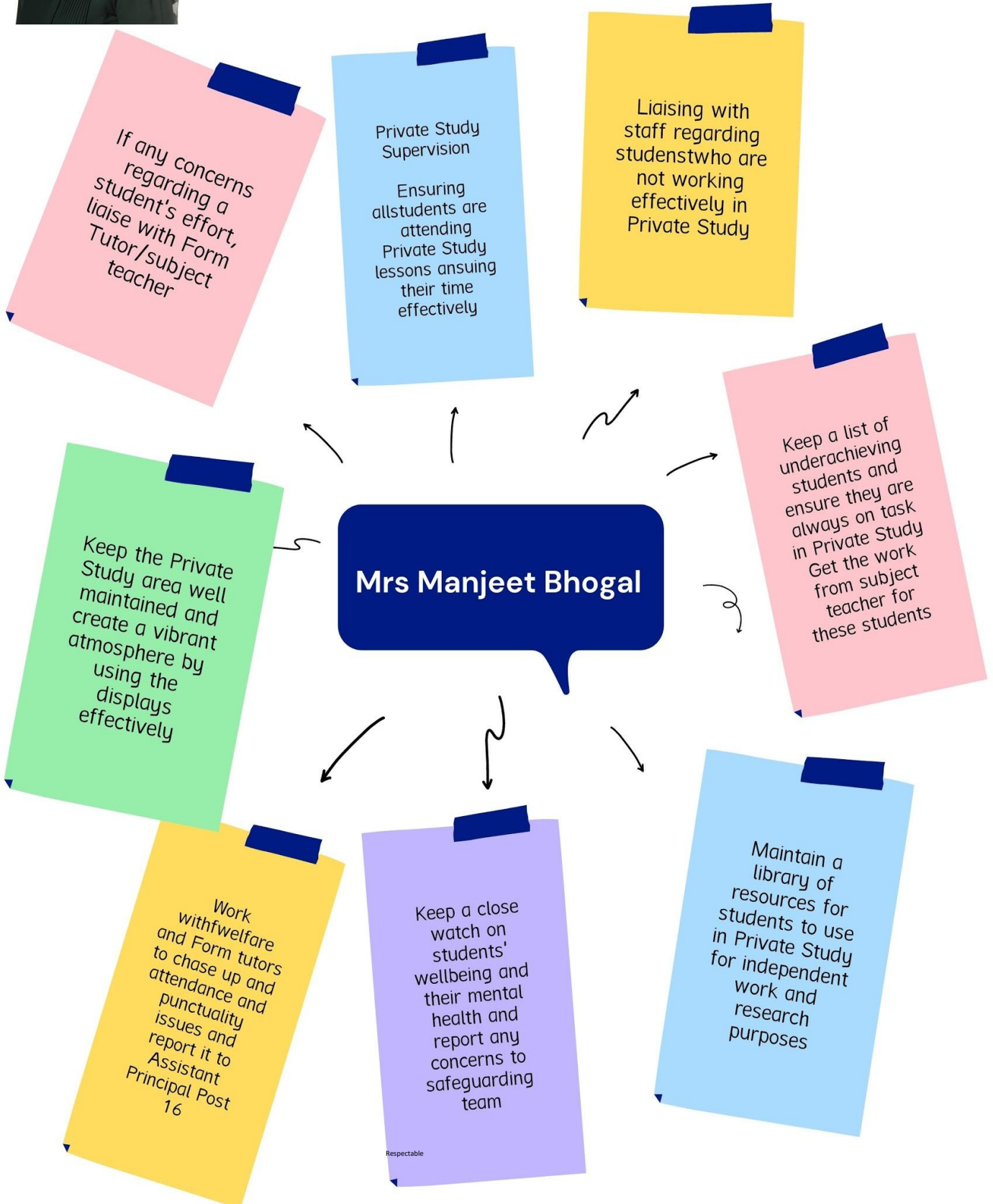
Delivering an Outstanding Student Experience at GNSA



Roles and Responsibilities



Mrs Manjeet Bhogal
Sixth Form Admin
Private Study Supervisor





Mr Wajid Raja
Head of Sixth Form
Enrichment Coordinator

Roles and Responsibilities



UCAS Mentor

- Building up student profiles and preparing them for UCAS form Year 12 September onwards by clearly establishing the expectations

UCAS Support

Organising opportunities for the students to have information and relevant experience in all aspects of UCAS application

Assemblies

Use the Sixth Form assemblies effectively to make students aware about university expectations, enrichment opportunities, apprenticeships, student finance and UCAS

Russel Group and OXBRIDGE

- Identify early in Year 12 and support have a clear support plan for those students to aspire to apply for Russel Group, Oxbridge, Medicine and Dentistry.

UCAS Applications

Ensure that all students aspire to go to uni meet the deadlines for their UCAS applications. Liaising with Form Tutors and Subject Teachers in organising references and UCAS Grades



University or Apprenticeship?

Create a concrete pathway for each student according to their aspirations, helping them to choose between uni or apprenticeship by giving them relevant information

Enrichment

Involve students in organising Work Experience opportunities, UCAS Fair, Sixth Form Open Days, University visits, Sixth Form prom and Dinner and Dance

GNSA Alumni

- Celebrate the achievements of GNSA students and organise GNSA Alumni to motivate younger students

Guest Speakers

Liaise with university reps, GNSA Alumni, external professional organisations to invite guest speakers and motivate students for desirable outcomes



Mr Jaskamal Sidhu
Assistant Principal Sixth Form

Roles and Responsibilities

Student Support and Safeguarding

To ensure that a safe and secure learning environment is maintained at GNSA Sixth Form. Keep a close watch on mindset and wellbeing of each student with the support from teachers and sixth form team.

Liaising with Subject Leaders

- Meet with subject leaders regularly to identify any student concerns out of classroom feedback and data monitoring.
- Ensuring that every student is given an appropriate support in each department to progress in their goals.

Working with Sixth Form Team

Meet .weekly with both MB and WAR to support them in order to have effective enrichment and Private Study provision for each student.

Monitoring Data

Use ALPS analysis and Go4school tracking in order to generate a termly report for each department highlighting key students showing concerns

Measuring the impact

Working with departments to implement intervention strategies and review the progress to measure the impact after every assessment benchmark

Target Setting

- Using ALPS analysis to set aspirational targets for each student. Ensuring that every student, teacher and department are aware of these targets and working collectively to achieve them

Liaising with parents

Organising parents information evening, graduation evening, results days and have parents involved actively in the learning of their children.

SEVA

- Organise opportunities for students to grow academically and spiritually by contributing towards the wider community. Involving students in charity events and school assemblies.

Sixth Form Marketing

Produce digital and print content using prospectus, website, social media to celebrate the achievements of our students



SIXTH FORM STUDENT EXPECTATIONS

1

ARRIVE ON TIME FOR EVERY LESSON

Students must be organised enough to be punctual for every lesson and form time on their timetable. Students who do not have any lateness on SIMs are recognised for their achievements in reports and UCAS reference

2

BEHAVE AS YOUNG PROFESSIONALS

Teachers would treat sixth form students as young professionals because they would see professionalism in your behaviour. Every student would learn how to be responsible and respectful by meeting these expectations

3

ROLE MODEL FOR YOUNGER PEERS

Every lower school student looks up to our sixth form students as leaders and role models. You must display such mannerism that would inspire your younger peers

4

VOLUNTEERING AND SEVA PROJECTS

There will be opportunities provided at GNSA to work for number of social causes and every student is expected to volunteer and participate. The aim of GNSA is not just to push students towards academic excellence but help them to develop a character that contributes towards the wider community

5

ASSEMBLIES

Students must be in Gurdwara assemblies on Wednesdays (rotation) and Fridays. You are expected to lead the assemblies to inspire younger students.

6

VOLUNTEERING FOR SCHOOL DUTIES

Every sixth form student is expected to take on at least one lunch time duty where they will be working with members of staff in dining hall, play ground or in the corridors to help monitoring the safety of younger students.

Classroom Charter

As a student at GNSA, I will.....

1

Arrive on time and enter the classroom in an orderly manner.

2

Wear the correct uniform and always have my head covered. No trainers or outside coats

3

Sit according to the seating plan with planner, pencil case and books out at the start of the lesson. My school bag placed under desk.

4

Ensure my mobile phone is switched off and not visible unless instructed otherwise by my teacher.

5

Follow instructions the first time when they are given and speak only with the teacher's permission.

6

Focus swiftly on my learning, avoiding distractions and allowing others to do their work.

7

Work hard for whole of the lesson and ask for the help if I need it.

8

Respect the Academy's resources and work safely.

9

I will not chew, eat or drink unless it is water (with permission).

10

Set the highest goals for myself and be determined to reach them

Service

Humility

Achievement

Respect

Equality



Routines and Procedures

Safeguarding

It is a safeguarding requirement for all Sixth Form students to visibly wear their student ID lanyard. This is essential as Sixth Form students do not wear a school uniform and need to be recognisable to main school students and staff. **Sixth Form Students can only enter and exit Sixth Form via Sixth Form Reception with their lanyards which operates the keypad.** All students will be issued with their own student ID lanyard and will be responsible for its safe keeping. Replacement ID will incur a charge of £5.00. For safeguarding and security reasons, students must not bring external visitors onto the school site.

Mobile Phones

The use of mobile phones is not permitted within lessons and in **any** part of main school. Mobile phones may be used to play music, using headphones, in study areas within the Sixth Form as long as noise does not disturb others. GNSA will not be responsible for the loss or damage to any personal equipment.

PHOTOCOPYING CREDITS

Each student is provided with initial printing credits. Students who go beyond their credit must pay for their own additional copying.

CYBER BULLYING

We operate ZERO TOLERANCE of misuse of public networking sites that cause distress, exclusion or upset to others.

16-19 Bursaries

If at anytime during the Sixth Form you are suffering financial hardship, please speak to Mr Sidhu to discuss the possibility of applying for an appropriate bursary.



Form Time and Assemblies



as UCAS, university courses, your targets and interventions and enrichment activities. We also invite guest speakers from various universities and professional fields in order to guide our students in future pathways.

Role of your Form Tutor

As a Sixth Form tutor the core role is to support students as they strive to become independent adults. Support comes in many forms and is adapted to the individual needs of the particular student. At its basic level, your FT will monitor and address attendance, punctuality and check that you are adhering to the dress code; qualities expected of any employed person. Beyond this they also help you to reflect on your academic progress and guide you on the use of your study periods, enabling you to understand how, where and when you will do your most effective work. Sometimes when you feel stuck in any way you must speak to your FT as a first line of contact so they can help you to come to terms with the fact that things are not going well, identify the causes of the issues and work through a study plan with you; liaison between teachers, students and parents is a key aspect of this.

Concerns raised by an individual teacher would lead a tutor to investigate further and identify if the issue is subject specific one or whether it is a small piece of a larger picture. Depending on the nature and scale of the concern we may contact parents and arrange a meeting. Likewise, if parents raise a concern, we will happily meet with them and work together to resolve the issue. This approach allows the students to feel there is a supportive network around them which can be tightened and released when appropriate for them.

Tutor time takes place from 7:55 am -- 8:10 am each day. It is an important time for messages, registration and subject intervention; it is also valuable time for other activities such as UCAS applications. You are expected to be present for every tutor time. We do not operate a policy of only coming into school for lessons. There is an assembly once a week during tutor time, at which attendance is also compulsory.

Sixth Form assemblies will be organised every week on Monday from 8:05 am till 8:35 am. These assemblies are going to play a vital role in your week as we will be discussing wide range of topics such

Attendance and Punctuality



Students should arrive promptly at 7.50 am and go either to their form rooms for registration or to the Sixth Form Area . It is expected that students arrive punctually to all lessons and all absences must be supported in writing (letter or email) from a parent or guardian. An attendance record which falls below 96% is a cause for concern. It is compulsory for Year 12 students to attend all morning (7:55 am) and afternoon (12.40pm) registrations. Year 12 students will allocate Private Study periods to specific lessons and must remain on the school premises for their Private Study. Year 12 students are allowed to leave the school site at lunchtimes only.

A signing in/out/late book is located by the Sixth Form Office and it is essential that all students use this. Please remember that in the case of a fire or other emergencies, this is the book which will be used to ensure there are no sixth form students left in the building. If you arrive at school late, please go directly to the reception area and sign in, giving a reason for the lateness. Students who are consistently late, either in terms of registration or attendance will be required to explain themselves to the Head of Sixth Form. If this behaviour continues the School reserves the right to ask the student to leave.

If Sixth form students are unwell and unable to attend school, please email welfare@gnsa.co.uk or telephone the designated absence line. If a student falls ill during the school day they should go to the Sixth Form Office or main reception and their parents will be contacted and arrangements made for them to return home.

"Punctuality is the most important thing for succeeding in any field. During my A Levels, I realised that following a strict routine leads you to win over the most difficult challenges."

SUKHRAJ JOHAL

GNSA Alumni



WHAT IS PRIVATE STUDY ?

The Common Room and Study Area are provided to enhance the Sixth Form experience and as such we have a responsibility to look after it for now and for the future.

The common room is available for relaxation before and after school, and during break and lunch only. During lesson time you are expected to be studying.

If the area is too full, alternative study areas can be found in the library, and subject area such as Science, Business or talk to your teachers. You must notify Mrs Bhogal before organising your private study elsewhere.

The Common Room and Study Area are for all Sixth Formers to use and thus must be used showing consideration for others. We work on the basis of respecting others' right to learn.

This means that the study area should be used only for quiet study. There should be no eating or drinking in the study area. The computers should be used individually and not by groups: they are not for games, and must be logged off at the end of the day.

Music should only be played at break and lunch.



Most important part of my day as a sixth form student was not in the classroom, it was in the private study. I have learnt to be independent and responsible by using my time effectively during private study."

AMAN SAPRA

GNSA Alumni



A STUDENTS GUIDE TO LEARNING OUTSIDE CLASSROOM

SAM LEARNING

SAM Learning allows schools to set tasks to students using Three-wave Intervention framework and provides dedicated support for students to bridge their knowledge gaps.



SNAP REVISE

Online platform that can help you to revisit the topics you have covered in class

KHAN ACADEMY

Hundreds and thousands of tutorials for Maths, Sciences and many other A Levels for students to learn difficult concepts outside the classroom

SENECA LEARNING

Automated marking and progress monitoring of your covered topics. Lets you create a organised plan to do assignments from home

TAILORED TUTORS

Next best thing to face to face tutoring - difficult concepts or catch up work can be done with the help of this online tool



GOOGLE CLASSROOM

Be in touch with your teachers and ask any questions anytime

YOUTUBE

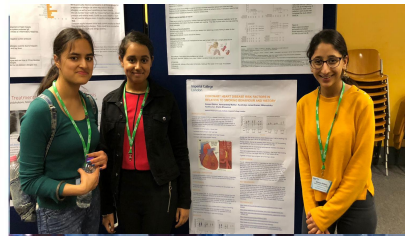
Platform used by millions of educators to upload their lessons for students to login and access at anytime



MOOCS

Build up your skills and knowledge in your subject area by completing MOOCs and upgrade your UCAS Application

How to succeed in your A Levels?



Becoming Independent Learner

Study Advice

Consistency is key to successful study at Sixth Form. With the move to linear A levels meaning nearly all courses are assessed fully at the end of two years, it is essential that students are continually building the knowledge and exam skills to be successful in final exams. This means that students should constantly be in a cycle of pre-reading, consolidating notes from lesson and revising for topic exams. In addition, university study will involve significant independent work beyond a set syllabus - this wider study is fundamental to being a highly successful student.

A fundamental difference between sixth form and GCSE academic expectations is the amount of independent study needed to be completed in order to be successful. It is recommended that students spend at least 5-6 hours per week studying independently for each course they follow. Some of this independent work will be structured through homework and prework but students must also ensure they are completing their own independent work. This may include activities such as: Re-reading and consolidating material covered in lessons that week Making on-going revision notes Practicing exam questions Reading academic journals, newspapers, books and articles Conducting deeper research on particular areas of interest When students are not in lesson they are expected to be in Commons where supervised independent study takes place. This gives students a focused atmosphere and time and support to complete the large amounts of independent expected of them.

Taking Enrichment and Extra-curricular Opportunities

There are wide range of opportunities to extend your learning within in your subjects but also to broaden your horizons beyond the academic curriculum. Successful sixth form students are always looking to take these opportunities that will be advertised through subjects and by our Head of Universities and Careers Guidance. It is a real challenge to balance your academic study with wider pursuits and we will support you in getting this balance right during your time with us.

ENRICHMENT ACTIVITIES

Mock
Interviews

SEVA
Projects

UCAS
Preparation

Subject
Ambassadors

Motivational
Assemblies

Work
Experience

EPQ

Recreational
and Leisure
Trips

Team
Building
Activity Days

Micro Tyco
Challenge

Student
Parliament

Quiz Night

Beck Theatre

Public
Speaking
Opportunities

Parkash and
Gurpurab

University
or
Apprenticeship

Christmas
Dinner and
Dance

Charity Events

At GNSA Sixth Form we believe that an essential part of our Sixth Form provision involves providing our students with opportunities so they can up-skill their capabilities in order to success in the career they have chosen for themselves.

Preparation for **UNIVERSITY** & for **LIFE**



LAMDA: Our Sixth Form students are given opportunity to prepare for London Academy of Music and Dramatic Art.



EPQ: Extended Project Qualification is aimed at students who are self motivated and enjoy working independently.



Work Experience: Students will be given two weeks of hands on experience in the professional world.



The Ambassador Scheme: We give students the opportunity to organise and plan their own enrichment activities as a team.



Guest Speakers: Students will be able to listen and learn from various guests from a variety of professions and fields.



There are a number of trips and visits that take place throughout Sixth Form which will enrich your experience at GNSA



Students are treated as young professionals and are given opportunities to assist in various classrooms which makes them responsible.



Many team building activities are planned in Sixth Form keeping in mind the importance of teamwork in the the professional world



Interview Workshops: We understand that interviews are one of the most important aspects of the professional world.



UCAS support: We have a fantastic record of helping our students achieve places at their chosen University.



Social Events: Numerous events include religious events like Parkash, Gurburabs and social events such as Prom & Christmas Dinner



Easy Transition: The best support is offered at every level from the beginning of year 12 until after your year 13 examinations.



Extra Curricular Activities to help you gain higher points for UCAS reference

Work Experience

We encourage students to take up work experience opportunities to help support UCAS and future career choices – this is essential for students wishing to progress to university courses in, for example, Teaching and is recommended for those wishing to study Law.

The EPQ

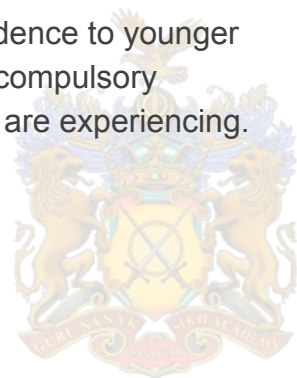
The Extended Project Qualification provides students with the opportunity to conduct in-depth research into a subject or topic of interest. This qualification is becoming increasingly valued by universities who are looking to recruit students with the ability to research independently. The EPQ prepares students for the demands of university work and in particular, their final year dissertation. The EPQ is worth AS equivalent UCAS points.

Peer Reading

Peer reading offered by 6th formers has developed into a vital part of the provision at GNSA. It is one of a number of opportunities for successful students to help students with learning needs in the lower school and GNSA Primary/Nanaksar Primary.. Coordinated by members of the Year 13 Leadership Team, volunteers help develop literacy skills, giving their younger peers the confidence and encouragement needed for them to thrive and progress.

Peer Mentoring

Mentors can provide advice that can reduce stress and provide confidence to younger students. Student mentors have themselves successfully completed compulsory education and they have an understanding of what younger students are experiencing. You can provide support and encouragement between peers.



Extra Curricular Activities to help you gain higher points for UCAS reference

Subject Support

Involves providing support to a particular subject area. You may support students who are struggling on a particular topic or who need help to focus, giving you a valuable experience but also improving younger students' chances of success.

Anti-Bullying Group

Bullying is not tolerated at Weavers and students working as part of the ABG understand that sometimes it's difficult for some younger students to talk to adults about being bullied. Quite simply, you could make a vital difference to any students who is scared to speak out.

Young Enterprise

Giving students an exciting experience of business, innovation and a chance to work as a successful team. Young Enterprise gives you the opportunity to start up and run a small business where you take it to from there is only limited by the size of your ambition and your ideas.

Duty Team

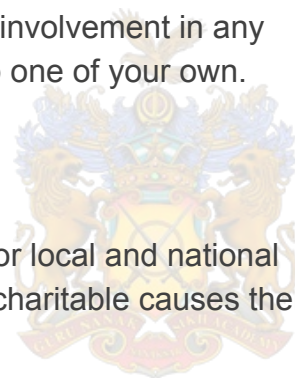
Members of the Duty Team help around the school site during break times, supporting students and generally helping things run smoothly. As Sixth Formers you are the Senior students in school and this duty reflects that. Sixth Formers who help during lunch time receive credits for use in the school canteen.

A* Club

Excellent students, encouraging excellence in others. We also value your involvement in any extra-curricular activities and will actively support you if you want to set up one of your own.

Fundraising Team

This year the Sixth Form have helped raise nearly two thousand pounds for local and national charities. If you have fresh ideas as well as the passion and drive to help charitable causes then look no further.



STUDENT PARLIAMENT

GNSA
Elections



GNSA ELECTIONS

GNSA Election is a great opportunity for our sixth form students to step up and accept the challenge of leading the whole school parliament and contribute towards bringing a positive change in the lives of fellow peers and wider community. All Year 12 students are eligible to apply to be the Prime Ministers of GNSA Parliament.

PERSONAL QUALITIES

- Leadership
- Work well in a team
- Ability to lead initiatives and bring people on board
- Time-management and very good organisational skills
- Ability to talk confidently and appropriately to parents and staff
- Ability to talk confidently and appropriately to students
- Willingness to get to know the students in the lower years
- Politeness
- Maturity
- Clear judgement
- Responsibility
- Reliability

STUDENT PARLIAMENT

Role of Prime Ministers

PURPOSE

You will jointly chair and lead the Student Parliament and attend all school council meetings with the relevant Deputy. You will ensure that the 11-19 student voice is represented in key decisions and developments within the school and Sixth Form. You will represent the school and student body at a variety of public functions during the academic year, including open evenings for Years 7 and 12 and all Presentation Evenings. You need to feel confident and comfortable talking to adults and students and have a reputation as an excellent role model who has contributed well to the GNSA Community since the start of Year 12. You need to have good organisational and communication skills and have a mature and thoughtful outlook.

REPORTING TO

The Head Teacher, Mr Sandhu and Mr D'Onofrio, for whole school matters and the Assistant Principal of Sixth Form, Mr Sidhu, for Sixth Form matters and general day to day organisation.

MAIN DUTIES

- To organise and plan regular meetings with the Heads of Year and your Deputy Heads for College Council and ensure that actions are completed.
- To organise and plan regular meetings with the Sixth Form Committee and ensure that actions are completed.
- To represent and speak for all students in the school and support and prepare activities that encourages and supports the learning of others.
- To meet regularly with the four Deputy Head Boys and Girls and delegate duties as and when necessary. In particular, with the Deputies in charge of the four colleges, to create ways that foster a sense of pride and competitive spirit throughout the school system in the lower school.
- To communicate regularly with the Assistant Head Boy and Girl in Year 11 and arrange appropriate tasks / attendance at events between you.
- To be internal and external ambassadors for the school and to act as outstanding role models for all students at Guru Nanak Sikh Academy
- To give key presentations about the school, for example to prospective parents and students at the Sixth Form Open Evening, Careers Conventions and local schools as well as Prize Giving and lower school Presentation Evenings.
- To greet important visitors to the school.
- To plan and present at least one assembly to all year groups.
- To report to the Senior Leadership Team as and when requested.

Elected Prime Ministers would work under a probation period of 3 months. If they fail to fulfil the job roles and responsibilities, they will be relieved and the role will go to the next eligible candidate.

Assessment Process and Student Support

GCE Target setting

All young professionals are given aspirational targets which are calculated using their baseline results data, GCSE grades and historic data from across the country. We ensure that every young professional is challenged to reach their full potential in their assessments. Students receive their targets for all their chosen subjects and these are consistently compared to current attainment and teachers' predictions at every assessment point in the year ahead.

Supporting you to achieve your best

According to a research based on a study of thousands of college and sixth form students the average amount of time spent by students to achieve AAA is 35 hours per week outside their lessons. The majority of young professionals have six lessons during weekly timetable. Sixth Form suite is designed and equipped so you have opportunities to do your independent and private study. The suite is exclusively used to study without interruptions, using your electronic devices focussing on reading, researching and completing GEM tasks which need to be done well and on time. How you use this time in your responsibility although the time is monitored by the teachers and the area is supervised during the day. It is critical that Private Study time is used effectively.

Sixth Form Portfolios

Every Sixth Form student is given a Learning Portfolio which helps young professionals to organise and plan their learning on weekly / daily basis. It also helps them to reflect on their learning and understanding on their topics in each of the chosen subjects. Students are given three sets of documents to include in their portfolios.

1. ASPIRE Sheet: Helps you to remember the reasons why you chose to do A Levels in your subjects by writing down your aspirations. Also, gives you opportunity to identify your biggest challenges and work with your tutors to build strategies in order to destroy these obstacles.
2. Weekly Review Sheet: Every Tuesday form tutors will work with their groups in order to do a weekly review and set new weekly targets.
3. Subject Review Sheet: Every young professional will receive three sheets – one for each subject which they will use to record the scores for their GEM tasks and feedback they received from their teachers.

Assessment Process And Student Support

Coaching for Learning

The young professionals who find the A Levels challenging and are underachieving in their assessments find our Coaching for Learning programme very useful. CfL gives them an opportunity to work one to one with a professional mentor and do a weekly/daily review of their set tasks and targets. CfL helps them to plan SMART targets in order to gradually move towards their targets. It is absolutely essential that you are working independently to organise and plan the out of lessons time.

Motivational and Information Assembly every week

Every Wednesday morning Sixth Form comes together to attend talks and discussions by visitors from various educational institutes and professional careers advisers in order gain knowledge and information which provides them with guidance to make important decisions for their future. Most of these visitors are from Russel Group of Universities which has proven to be highly motivating for our YPs. Some of the topics chosen by our visitors are:

1. How to choose your courses?
2. How to enhance your UCAS statement?
3. Funding your education after Sixth Form
4. What do Top Universities expect from their applicants?
5. How to develop time management and organisational skills?
6. Essay Writing skills
7. Make most of your Sixth Form experience
8. Developing Growth Mind-set
9. Apprenticeships and other options
10. How to manage stress in Post 16 years?



Preparing for UNIVERSITY

Preparing for University requires getting top grades in UCAS Exam at the end of YEar 12. Top Universities, including the Russell Group Universities, are looking for A - B grades. With low academic grades, students have limited choices for university and courses.*

EPQ – Extended Project Qualification

Doing EPQ is going to give to opportunity to attain essential skills such as working independently, time management, organisation, think innovatively and creatively and research independently. EPQ is highly rated by all universities and is recognised as equivalent to AS if achieved A*. A project topic may be directly related to a main programme, but should look beyond the specification.

During the EPQ, students learn to:

Manage – identify, design, plan, and complete a project (or task within a group project), applying organisational skills and strategies to meet stated objectives

Use resources/research – obtain and select information from a range of sources, analyse data, apply it relevantly, and demonstrate understanding of any appropriate connections and complexities of a topic

Develop and realise – use a range of skills, including using new technologies, to solve problems, to take decisions critically, creatively and flexibly, and to achieve aims

Review – evaluate the outcome, including learning and performance

The EPQ is graded on an A* - E scale and 70 UCAS points are awarded for an A*. Every young professional who undertakes EPQ will be assigned a mentor who will do weekly review with them on their progress.



UCAS Support

The UCAS application

Guru Nanak Sikh Academy will support you to choose the right university pathway and career with confidence. The right university degree and career will probably make your son/daughter a happier, more prosperous, and more enlightened person.

Critical for a degree is the UCAS Application. UCAS stands for Universities and Colleges Admission Service. UCAS coordinates applications to different universities – a student can apply to up to five universities through UCAS.

Guru Nanak Sikh Academy provides expert advice on UCAS applications and it is critical that students follow this advice.

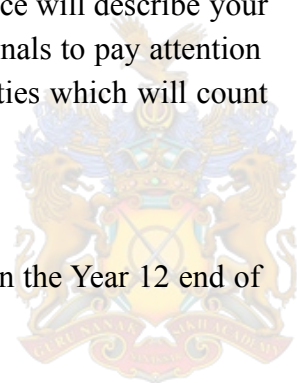
Often people present the UCAS process to be very complicated and difficult: it is not, if your son/daughter is organised, honest and, after taking some time to weigh up different options, decisive. By September 2017, you should have:


1. Chosen your preferred degree
2. Chosen five universities where this degree may be studied (with a favourite 'firm choice' and an 'insurance choice' – a back up which requires lower grades for entry.
3. Complete a UCAS form and written a personal statement explaining why it is the preferred degree.

A well written UCAS application backed up by relevant and effective work experience evidence can really excel your chances to get into top universities of UK. However, the most important is Year 12 end of year grades.

Our teachers and form tutors will work together to write an honest and supportive UCAS reference which will be completed in Autumn term of next year. The reference will describe your learning attitude since starting A Levels. We encourage our young professionals to pay attention towards their attendance, punctuality and participation in enrichment activities which will count as strong evidence in their reference.

You will require entering your predicted grades which will highly depend on the Year 12 end of year grades.



UCAS Deadlines 2021 -22	All students	Oxbridge / Medicine & Dentistry (early applicants)
<i>End of summer 2021</i>	Logged on and register with UCAS. Meeting with tutor and Subject Teachers regarding starting their Personal Statement draft.	
<i>Autumn Term Week 1</i>	<ol style="list-style-type: none"> 1. Finalise their subject and university choices (including college choice for Oxbridge candidates 2. Informed relevant tutors of any changes to subject choices or courses. 	
<i>Week 2</i>	Completed first draft of Personal Statement & shown to tutor.	<ol style="list-style-type: none"> 1. Completed final draft of Personal statement & shown to tutor. 2. Visit open days for Oxbridge colleges
<i>Week 3</i>	Improve the statement based on tutor's feedback	
<i>Week 4</i>		Completed online UCAS forms, submitted for school to check (this does not submit the form to UCAS, only the school can do that!)
<i>Week 5</i>		Find out any further requirements such as written work / projects or entrance test scores to be sent and discuss with UCAS mentor
<i>Week 6</i>	Completed UCAS forms submitted for school to check (this does not submit forms to UCAS, only school can do that). Those not applying this year should complete form as well.	
<i>Week 7</i>		
<i>November (After Half Term)</i>	All statements are quality checked and feedback given to students by UCAS mentors.	<div>27</div>

GNSA

ASPIRE Diploma Certificate

Every employer and University is interested in youngsters who are keen to develop knowledge and skills beyond their academic subjects. At GNSA you will be given opportunities that can help you to unlock new set of skills inside you but it'll be completely up to you to participate and use these opportunities in your best benefit.

Under GNSA ASPIRE Diploma, we provide these opportunities in form of enrichment activities over the period of two years of sixth form. This is a programme which will help you structure time and commitment beyond the classroom and help develop knowledge, skills and interests. The GNSA ASPIRE Diploma is designed to push your personal development through extr – curricular activities, leading clubs and helping student / teacher community.

By achieving this Diploma, you will attain knowledge and skills which will enhance your CV / UCAS statement.

GNSA ASPIRE Diploma

Excellent attendance of 95% or above

EPQ

Leadership in School Parliament

Participation in 5 or more Seva Projects/volunteering opportunities

Regular participation in school events (open evenings/ parents evenings, school assemblies)

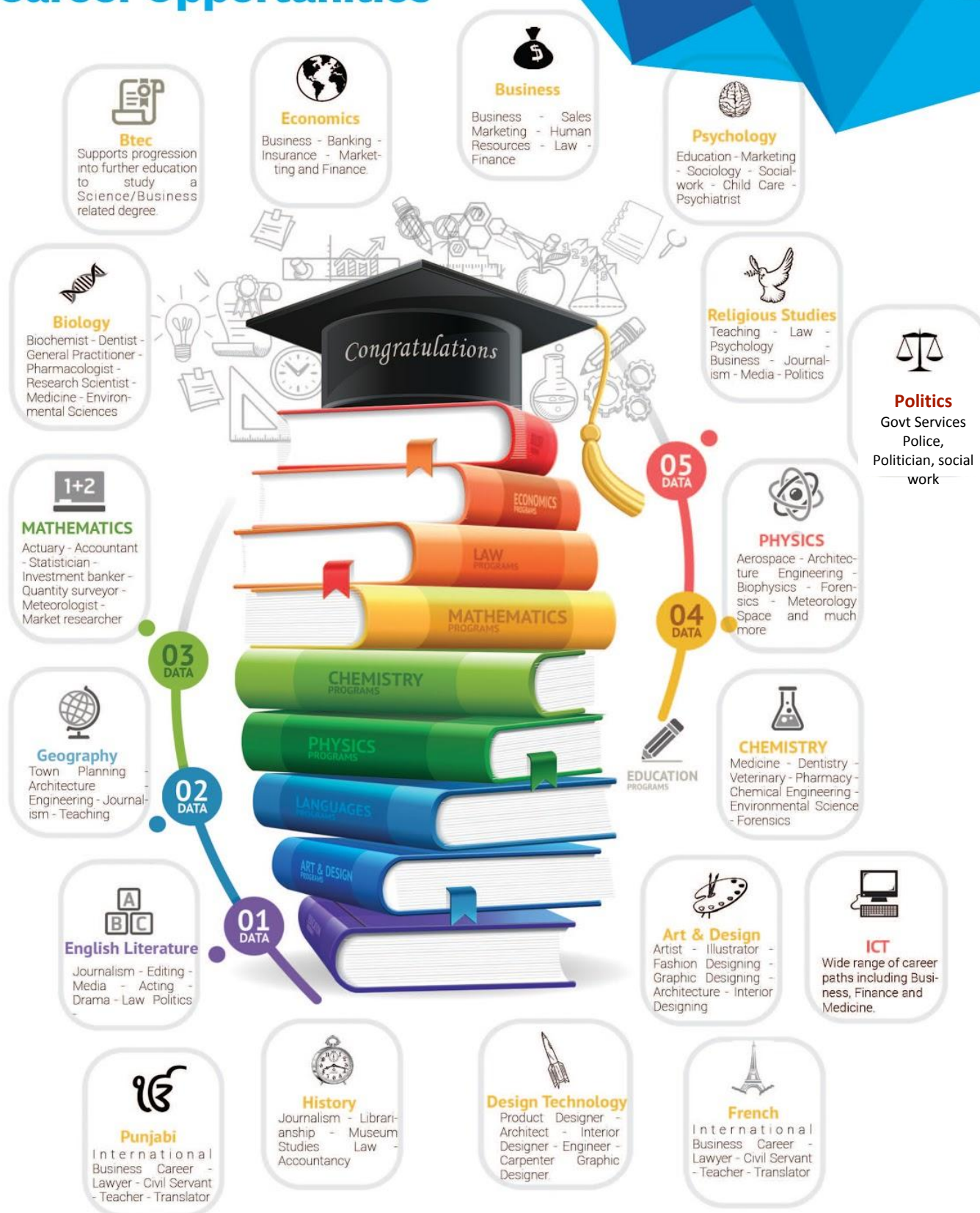
Part of Subject Ambassadors - holding clubs and societies for younger year groups

Over 30 hours of work experience

Achieve target minimum grades in chosen three subjects



What we **OFFER** & your **Career Opportunities**



ACADEMIC TIMELINE

YEAR 12

SEPTEMBER

02/09/20

Induction Week

10/09/20

Information Evening

25/09/20

Deadline to finalise A Levels

OCTOBER

12/10/20

Progress Review / Reports

Enrichment Assemblies

Book Looks

NOVEMBER

15/11/20

Parents Evening

Assemblies on preparation
for Mocks

DECEMBER

04/12/20

Mock Exams

JANUARY

14/01/21

Exam Results Day

Parents Evening

Coaching for Learning

Program Begins

Study Skills Workshop

FEBRUARY

07/02/21

Re-Mocks

(not for all)

Coaching for Learning
Program - Review of Targets
Coffee Mornings / Student
Voice

MARCH

16/03/21

Spring Progress Review

22/03/21

Enrichment Week

Summer School Applications

UCAS Fair at Brunel

APRIL

Work Experience during
Easter Break

Preparation for UCAS Exams

MAY

UCAS Assemblies

Preparation for UCAS
Application

JUNE

17/06/21

UCAS Exams

JULY

13/07/21

Exam Results

AUGUST

Work Experience
UCAS Application
Summer School Placements



Guru Nanak Sikh Academy
Year 12/13 Progression Contract for 16-19 students

The purpose of this contract is to set out our expectations clearly so that you can achieve your potential at GNSA VI form

1. Year 12 Study Programmes and Internal Examinations

- 1.1 16-19 students are enrolled at GNSA VI form to follow a full time Advanced Level study program
- 1.2 You must attend, without fail, all lessons (including PVS) according to your timetable
- 1.3 You must arrive at the Academy by 7.50am to ensure you start your day promptly
- 1.4 At the end of Year 12 the school has the right to review your progression to Year 13. You must satisfy the following terms and conditions in order to carry on your A Levels in Year 13:
 - You have demonstrated satisfactory attendance (96% and above), punctuality, effort and behaviour during your first year, including completing the set tasks and assessments in each subject satisfactorily
 - You will have adhered to the code of conduct of GNSA VI form (i.e. wearing correct uniform) as expected from role models and leaders of our student community
 - You have gained a pass grade A-E in the internal end of year examinations
 - You have shown active participation in the Seva projects, Extra curricular activities and Enrichment program organised by the Sixth Form team

- 1.5 If you do not meet all the above criteria the Academy reserves absolute discretion to decide whether you may progress to the second year, taking into account all relevant circumstances.

2. Year 12 Spring Progress Review

- 2.1 If, at the time of January progress review in year 12, there is serious concern over your commitment, attendance and/or suitability for continuation to year 13, you will be given a written formal warning outlining clear expectations and specific targets to be met before the end of year 12.

3. Year 12 – UCAS Examinations

- 3.1 UCAS Year 12 Examinations will be set and marked by all linear subjects in the Academy. These examinations will be typically taken in a formal examination setting with invigilation replicating an external examination experience
- 3.2 You will not be allowed to retake Year 12 at GNSA Sixth Form unless there are exceptional circumstances (such as significant illness) which have prevented you to complete your course successfully. This decision will be made at the discretion of the VI form team

I have read the GNSA VI form contract and formally accept the place offered to me for September 2017. I agree to comply with all the terms and conditions set out in this contract.

Student Name

Signature

Parent's signature

Date



Sixth Form Dress Code

September 2020

The new dress code will take effect from September 2018 and will apply to all Sixth Form students. The new dress code is smart business attire and Sixth Form students are expected to meet the professional business wear expectations as follows:

Boys

- Smart business wear trousers
- Smart cotton shirt with full length sleeves
- Smart formal tie (without logo)
- Smart formal blazer (optional)
- Smart V-neck Jumper (optional)
- Waistcoat (optional)
- Dark smart leather shoes (no boots or trainers)
- Appropriate head covering keeping in mind the respect for Gurdwara on site (plain, no patterns)
- No logos on any clothing items

Girls

- Smart plain business ankle-length trousers (pinstripe acceptable, no cropped trousers or leggings)
- Smart business blouse/shirt
- Plain smart cardigan (optional)
- Smart formal blazer (optional)
- Dark smart leather shoes (no boots or trainers)
- Appropriate head covering (scarf/chunni) keeping in mind the respect for Gurdwara on site
- Alternative Option - Punjabi suit (plain or with light print with chunni)
- No logos on any clothing items

Accessories

- Jewellery is permitted in the Sixth Form at the discretion of the Sixth Form Assistant Principal.
- No facial piercing or nose studs are allowed.
- No more than two earrings in each ear are permitted (No Plugs/Bars etc.).
- Baseball caps or hats are not permitted in the Academy.
- Mobile phones/iPods etc. should not be visible or used outside of the Sixth Form centre.
- Winter jackets are not allowed inside the Academy.
- Hair should reflect a conventional style in keeping with the professional image.

Equipment

- Students are required to carry a file for their Sixth Form work. This should be organised and available for inspection by Subject Teachers/Tutors.
- Students will be provided with a Planner for the recording of work and assessment/attendance reviews.
- Student ID badges **MUST** be worn at all times on the school premises.
- Students who fail to conform to the code outlined may be denied access to lessons for the day. Students who repeatedly fail to adopt the dress code will be asked to remain at home until a parental meeting can be arranged with the Year Leader or Sixth Form Assistant Principal.

Please contact admin@gnsa.co.uk or jaskamal.sidhu@gnsa.co.uk for any queries regarding GNSA Sixth Form dress code.



Vincent Van Gogh

