



# Ark All Saints Academy

Monday 20<sup>th</sup> July 2020

Dear Parent,

## **Re: Year 11 summer post-16 guidance & checklist**

We hope that you and your child have been keeping well during these unusual and challenging times. Our Year 11s, whilst they may not have been on site, are never far from our thoughts, and their future success and opportunities are very important to us. This letter includes information about what they should be doing over the summer to prepare for their Post-16 places, our Alumni network, Results Day and what to do afterwards.

### **Post-16 Pre-Results Day**

If any of the following advice is not clear to you, please contact our Careers Lead, Naseem Khanam. Her email is [n.khanam@arkallsaintsacademy.org](mailto:n.khanam@arkallsaintsacademy.org)

All our scholars should have followed through with the advice they had previously been given and made at least 3 post-16 applications. This includes scholars who are thinking about apprenticeships.

Due to the impact of Covid, we are aware that apprenticeship placements have become limited. It is essential that everyone applying for an apprenticeship also has a backup academic offer.

Over the next few weeks, it is vital they follow through with the steps below:

- ✓ Your child must check their emails for any communication from their college/6<sup>th</sup> form. This includes checking their 'junk' inbox too, in case any emails have been mistakenly sent there. They must respond to these emails or their offer could be at 'risk'.
- ✓ Check for any voicemails from 6<sup>th</sup> forms/colleges/apprenticeship providers.
- ✓ If they have been made an offer of an 'apprenticeship', they must get this in writing or via email. It should state information such as start date/salary/hours, how long the apprenticeship is and what kind of qualifications they will receive.
- ✓ Carefully read through any offer letters: what are the conditions of being accepted? Are they realistic, are they achievable?
- ✓ They should accept all offers made to them. A final decision can be made by your child on and just after results day as to where they wish to go. It will be also based upon the conditions of the offer from their post-16 provider.

**Ark All Saints Academy**  
140 Wyndham Road  
London SE5 0UB  
T +44 (0)20 7450 5959  
[info@arkallsaintsacademy.org](mailto:info@arkallsaintsacademy.org)  
[arkallsaintsacademy.org](http://arkallsaintsacademy.org)



# Ark All Saints Academy

- ✓ If they are still waiting to hear back about an application, in the first instance, your child should try calling or emailing them. It is always helpful to start an email with 'To whom it may concern' or 'Dear Sir/Madam' and state name, DOB and the course applied for.

## **What can you do?**

Please have discussions with your child about post-16 applications they have made. Please check they are responding to communications from their college or 6<sup>th</sup> form and following through with the steps outlined above.

If they still need help, you or your child can contact Ms. Khanam.

## **Where else can your child get help?**

There are a few places where your child can get extra support.

1. Southwark Choices Team Support 16 to 18-year-old residents into education, employment or training. [www.southwark.gov.uk/jobs-andcareers/southwark-choices](http://www.southwark.gov.uk/jobs-andcareers/southwark-choices) Email: [Southwarkchoices@southwark.gov.uk](mailto:Southwarkchoices@southwark.gov.uk) or call on 020 7525 4545
2. The National Careers Service Provide information, advice and guidance to help people make decisions on learning, training and work <https://nationalcareersservice.direct.gov.uk/> or call 0800 100 900
3. For apprenticeships, look at [www.gov.uk/apply-apprenticeship/](http://www.gov.uk/apply-apprenticeship/). You can also try Southwark Choices Team on 020 7525 4545. They can advise your child on what needs to be done to ensure they are prepared and have the right skills to apply. They also receive weekly information on apprenticeship opportunities that might be suitable for you.

Over the summer, Ms. Khanam will be in touch either directly with you or your child via email or phone to ensure that your child has a place to attend in September. Please also encourage your child to get in touch with Ms Khanam if they need assistance.

## **Alumni Network**

Finally, we encourage all our scholars to sign up for the [Ark Alumni Network](#)

- It is an opportunity for us to stay in touch with our former scholars.
- Hear about their future successes
- Share these with our school community
- Potentially, they could also be aspirational speakers at AASA or support younger scholars in other ways.



# Ark All Saints Academy

To access the alumni network, your child needs to click on this link:

<https://www.surveymonkey.co.uk/r/2HQ5DLK>

Even if your child does not wish to be part of the Alumni Network, they need to state this on the form.

## **Results Day and what to do next with Post-16**

Results Day will take place on Thursday 20<sup>th</sup> August. It's going to feel very different this year as we will need follow all the government guidelines. Therefore, only 25% of the year group is allowed on site at the time. The time your child will come in depends on what house group they are in. Please ensure they arrive 5 minutes before their time, but no earlier.

### Results Day Arrival Times

	Barnardo	Cavell	Ramabai	Tutu
Start Time	9:00am	9:45am	10:30am	11:15am

We also need to follow the government guidelines around social distancing. Scholars will queue up along Wyndham Road, enter through the normal entrance (Grey Gates) and keep 2m apart while on site. They will need to leave via the exit by reception.

Upon receipt of your results, you or your child must contact their first choice post-16 provider and confirm their place for September. Note, we advise that your child contacts the post-16 provider themselves to demonstrate their proactiveness.

Some post-16 providers will be open on the day of results, the day after or the following week, so we recommend in the first instance your child calls and if they are unable to get through, email the provider. It is important to discuss with the post-16 provider the course and subjects your child will take based on their results. Remember, some negotiations can be made with them, but stick to what your child wants to do and their grade entries.

It is possible for scholars to resit in November grades they are unhappy with however we would only advise they do this if their grades do not get them into a post-16 provider they are happy with. Grades can go down as well as up and there has already been a long period that the scholars have not been doing GCSE study for.



# Ark All Saints Academy

Once your child has confirmation of their place via email, only then should they contact the other post-16 providers and let them know they will not be accepting a position with them. It is important to maintain good relationships with all providers, in the event your child has to go back to any of them.

Ms. Khanam and a team of staff will be available on site to support scholars with this. She can also be reached on [n.khanam@arkallsaintsacademy.org](mailto:n.khanam@arkallsaintsacademy.org) or by calling the school number. When you have confirmed your child's place, please can you email Ms. Khanam with the details.

If your child cannot come to the school site then we will post their results to your home address on results day. Please let Ms Khanam know if they cannot come to site and we will arrange for the results to be posted as soon as possible.

Finally, we wish you all a safe and enjoyable summer.

Yours faithfully,

Ms L Frame  
Principal