



Name:	Year:
-------	-------

Student email address:	
------------------------	--

Dear Student, welcome to the Wingate Sixth Form.
 The Advanced Course is a considerable step up from IGCSE to A level and it is aimed towards entry to university in the UK, Spain or elsewhere. It is unquestionably a demanding course at a much higher level than that to which you have been accustomed, hence we have set realistic entry requirements – see our prospectus for further details. You will study up to 4 AS/A levels and undertake extra enrichment activities or projects.
 Some of you may join the Standard Course instead, taking some IGCSEs. Here, too, we expect a mature and dedicated attitude.

Which course are you planning to study? Please tick

Advanced Course (i.e. AS/A levels IALS)

Advanced Course: please list the subjects you wish to study (Be sure to check that the combination of options is available):

1. _____
2. _____
3. _____
4. _____

Standard Course (i.e. IGCSEs)

Standard Course: IGCSE subject choice is worked out on an individual basis:

*If for any reason you alter the number of subject choices, your fees will be charged pro-rata.

*Though it is important to maintain constructive outside interests, academic work should come first. You are expected to study 4 hours per subject on top of the lessons taught in school each week. This means that you will need to study at least 12 to 16 hours in excess, each week doing research for your subjects to gain a more in-depth understanding, including revising, preparing notes and diagrams to reinforce and support content taught in class.

Dress Code:

You do not wear school uniform. However, you are expected to dress in a respectful manner appropriate for study. This is a school not a college and you are an example to students in lower years. The dress code is a plain coloured, short sleeved polo shirt with no logos or writing other than a small manufacturer's logo, trousers or smart jeans with no rips. You should not have visible piercings or tattoos and nothing that reveals any inappropriate parts of your body. Inappropriate dress will result in you being asked to return home to change into more suitable clothes. Please make sure you study the dress code carefully. If you are not sure – don't wear it!

Wingate Sixth Common/Study Rooms:

These are dual-purpose rooms and, outside of break and lunchtimes, you should give due respect to others by ensuring a quiet and studious atmosphere. S4 and S5 are always available in the school for your use.

Your Chromebook or personal computer (subject to signing a disclaimer) can be used in the Common and Study Rooms as long as they are being used for study purposes. **Outside of break and lunchtimes personal computers cannot be used for recreational purposes** (music, games or social networking sites for example). You are expected to maintain the Common/Study Room areas in good repair and in a clean condition. Any damages will be deducted from the school deposit. Your mobile phone should only be used in the Sixth Form area and never in the main school.

Printing:

There will be 2 computers and a printer provided in a study room. However, to prevent excessive waste and ensure responsible usage, each student will have a code to enter when printing. Each student will have a credit of 500 copies after which, they will have to buy further credits from the office: €2 for 200 further prints or €5 for a further 500.

Expectations:

You must be fully aware that we expect a total commitment to AS/A level study. All assignments have to be completed to a Sixth Form studies standard and handed in on time. We exercise the right to inform you not to continue with a certain subject, or the course as a whole, if we feel that the required standards or efforts have not been reached. We will keep your parents regularly informed of your progress.

Attendance:

High attendance, minimum 95%, is a necessity. You are expected to be in school promptly each day at 9.00 am (unless you are a part-time student). For safety reasons you are not allowed to leave the school premises during breaks or lesson times. With parental permission you may sign out, using the book provided in S2, during lunchtime and before 3.45 pm if going home but not during lesson times. Any absence requires a written note or email from a parent/guardian.

**Dear Parents,**

Your son/daughter has chosen to continue in Further Education. This decision implies a commitment to hard work. Please read the information to all Sixth Form students explaining our expectations and guidance on the other side of this enrolment form.

Entry to Year 13 is not guaranteed. It is dependent upon successful completion of AS levels in Year 12 (at least an E grade in the subjects that wish to be continued). Conduct and effort are also taken into account as well as attendance (a minimum of 95% attendance is expected) and punctuality.

We exercise the right to inform students not to continue with a certain subject, or the course as a whole, if we feel that standards in application or effort have not been reached.

We will keep you regularly informed on your son/daughter's progress and contact you if we have any concerns about the above issues. Similarly, please keep us informed about any circumstances that may affect your son/daughter's study schedule.

We expect parents to support the school in all of the above in order to ensure that your son/daughter has every chance of fulfilling his/her full potential. Please also refer to the School Terms and Conditions which can be found on the School website.

Parents' email address:

Telephone number:

Deposit Conditions

A deposit will be paid on acceptance. In order to reclaim the deposit, parents must give notice of leaving.

In the first term students can give end-of-term notice of leaving as late as the 15th November. This should allow sufficient time for students to be confident that their chosen course of study is both achievable and suitable. Part-time students also need to make a commitment by the 15th November or they could risk losing their deposit of €350.00 per subject should they not give sufficient notice of leaving.

After this date the following conditions are applicable to both full-time and part-time Wingate Sixth students. For leaving school at the end of the Spring Term (i.e. at Easter) parents must advise the school by January 30th. For leaving at the end of the Summer Term parents must advise the school by May 7th.

Parents who withdraw their son/daughter without giving sufficient notice (and have not yet paid the term's fees) will be charged pro-rata for the time they have attended school and will also forfeit their deposit. Parents who leave without giving the required notice (but who have paid their term's fees) will have fees refunded on a pro-rata basis for time during the term their son/daughter did not attend school but will forfeit their deposit.

A deduction will be made from the school deposit if a student is found mistreating or damaging any of the common area of the school.

Wingate Sixth Form Fees:

Advanced Course Full-time:	Costs per term: €2190.00 (plus €74.00 if taking Chemistry or Art) A deposit of €850.00 is also required.
Advanced Course Part-time:	Cost per subject per term: €756.00 for all subjects but Chemistry and Art: €830.00 GCSE re-sits cost per subject per term: €354.00. A deposit of €350.00 per subject is also required.
Standard Course:	Only available full time. Cost per term: €1838.00.
Deposit:	A deposit of €850.00 for 1 child is also required or €1000.00 for a family of 2 children and €1200.00 for 3 children per family.
First Aid:	An additional charge of €75.00 per term per course
Sports Leadership:	An additional charge of €85.00 per term
IELTS	An additional charge of €75.00 per term
Work Experience	An additional charge of €350 will be charged if undertaking this module

I have read and agree with the above:

Signature of Student:

Date:

Signature of Parent:

Date: