



Wingate Sixth Form

Year 12 Enrolment Form 2019

Dear Parents,

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

Entry to Year 13 is not guaranteed. It is dependent upon successful completion of AS levels in Year 12, conduct and effort 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 studies. This includes updating the school on any changes to contact details.

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 area of the school.

Wingate Sixth Form Fees:

Advanced Course Full-time:	Costs per term: €2228.00 (plus €75.00 if taking Chemistry) A deposit of €850.00 is also required.
Advanced Course Part-time:	Cost per subject per term: €770.00 for all subjects but Chemistry: €845.00
GCSE re-sits:	cost per subject per term: €360.00. A deposit of €360.00 per subject is also required.
Standard Course:	Only available full time. Cost per term: €1870.00. 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 €90.00 per term per course
Sports Leadership:	An additional charge of €150.00 per term
IELTS	An additional charge of €90.00 per term

Signing below constitutes a contract between parents, students and Wingate School. This accepts all conditions stated within this document, Wingate School Terms & Conditions and Policies & Procedures which are available on the school website.

I have read and agree with the above:

Signature of Student:	Date:
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Signature of Parent:	Date:
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Name: _____

Student email address:	_____
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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 below and the Sixth Form Prospectus for further details.
 You will study up to 4 AS/A levels and undertake extra enrichment activities or projects.
 The Standard Course is aimed at second language students where you will study some IGCSEs for 1 year to improve your spoken and written English to a level where you can access the Advanced level course. Here, too, we expect a mature and dedicated attitude.

Which course are you planning to study? Please tick

<p>Advanced Course (i.e. AS/A levels IALS) <input style="width: 40px; height: 20px;" type="checkbox"/></p>	<p>Standard Course (i.e. IGCSEs) <input style="width: 40px; height: 20px;" type="checkbox"/></p>
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<p>Advanced Course: please list the subjects you wish to study (Be sure to check that the combination of options is available):</p>	<p>Standard Course: IGCSE subject choice is worked out on an individual basis:</p>
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1. _____
2. _____
3. _____
4. _____

*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.

Wingate Sixth Form Study Centre:
 Students accepted into Year 12 for 2019/2020 are at the beginning of a new, revitalised and re-focussed Sixth Form at Wingate School. The Sixth Form Study Centre has been set up to facilitate and support academic study. You should understand that we are a school and not a College. As such, you should think of Year 12 as an extension of Year 11 with strategies in place to encourage independent research and learning which helps prepare you for further study and the world of work. These are dual-purpose rooms and, outside of break and lunchtimes, you are expected to study giving due respect to others by ensuring a quiet and studious atmosphere. Most study periods will be supervised or you will be directed to study in a specific room. This is not optional and you will be expected to be where you are directed at all times.

Expectations:
 You must be fully aware that we expect **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. Entry to Year 13 is not guaranteed. It is dependent upon successful completion of AS levels in Year 12, conduct and effort as well as attendance (a minimum of 95% attendance is expected) and punctuality.

Dress Code:

There is a strict dress code in the Sixth Form. You may wear school uniform as in Year 11 otherwise 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 younger years:

- Students can wear single coloured polo shirts but only with a small, discrete manufacturer's logo, they can be long or short sleeved. You can also wear a single coloured long or short sleeved shirt
- Black or dark coloured trousers or knee length tailored shorts for male and female students
- Females can wear single colour, knee length skirts
- Single coloured sweatshirts are also permitted but only with a small, discreet manufacturers logo
- School sports kit can be worn and training shoes can be any reasonable style or colour. The school sweatshirt or school tracksuit can be worn in cooler months
- **ABSOLUTELY NO HOODIES, NO DENIM CLOTHES OR RIPS IN TROUSERS**
- Rules on hair for students remain as they are in the Seniors. Females may wear their hair down but the rules remain the same on colour
- Male students should have short, tidy hair and be clean shaven
- Females can wear 2 stud earrings per ear and males 1 stud earring per ear. No other piercings or visible tattoos
- Females' nails can be painted but of a reasonable length not 'talons'! You have to be able to type easily
- One necklace and 1 wristband or bracelet for males and females
- Makeup should be kept to a minimum

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!**

Chromebooks and Mobile Phones:

Students must continue to use their school chromebook for lessons and study periods. Mobile phones are banned in the main school area and may only be used at break and lunchtime in the Sixth Form. Mobile phones seen or used outside of these times will be confiscated. Mobile phones are not to be used as a substitute for a chromebook at any time. This is because your phone does not have the internet safeguards that your chromebook does.

You are expected to maintain the Study Centre areas in good repair and in a clean condition. Any damages will be deducted from your school deposit.

Printing:

There is a computer and a printer provided in S5 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.

Attendance in School:

You are expected to be in school promptly each day at 09.00 (unless you are a part-time student). If you are late for any reason, you must sign in at the Office. For safety reasons you are not allowed to leave the school premises at any time during the school day. You may use the cafe adjacent to the Sixth Form at break and lunchtimes only.

With written parental permission and if you have no lessons on Friday afternoon, from 12.35 you may sign out, using the book provided in S2 and leave school. If you have to leave school for any reason (e.g. medical appointment), you must sign out using the book provided in S2 and giving your reason for leaving.

Any absence requires a written note or email from a parent/guardian or this will be registered as an unauthorised absence.