

# Oaklands Catholic School and Sixth Form College

Stakes Hill Road  
Waterlooville  
Hampshire  
PO7 7BW

☎ 023 9225 9214

☎ 023 9223 0317

🌐 [www.oaklandscatholicschool.org](http://www.oaklandscatholicschool.org)

✉ [oaklands@oaklandscatholicschool.org](mailto:oaklands@oaklandscatholicschool.org)



Edith Stein Catholic Academy Trust  
(A Company Limited by Guarantee)  
Registered in England and Wales, Company No 07721932

**Headteacher:** Matthew Quinn B.Ed (Hons), M.A., NPQH

Registered in England and Wales, Company No 07721932

Our Ref: MQ/SM

12 May 2023

Dear Parents, Carers and Students in Year 11

It hardly seems possible that five years' secondary education has come to a close. I am sure for parents and students this time is therefore full of mixed emotions. I apologise for the length of this letter, but it does provide a one-stop-shop, for all the critical information and further guidance for those staying on in the Sixth Form and those leaving Oaklands, we are now on the cusp of the examination season. A copy of this letter will be posted to students via Teams.

For Year 11 this has been a particularly difficult period; Year 7 was a normal experience, then in Year 8 and Year 9 their education was punctuated by COVID-19, the impact of which continued into Year 10. Thank goodness Year 11 felt a little more normal.

## Uniform

**Students are expected to attend exams in full school uniform.** This includes adhering to the school policy on jewellery, face piercings and footwear. Please can all parents reinforce this to their children. I would like to avoid difficult conversations as students enter exams.

## Arrangements for up to Half Term

The detail related to the arrangements up to half term can be found in my letter [dated 25<sup>th</sup> April](#), all students have a detailed examination timetable. Most students will start their public exams on Monday 15<sup>th</sup> May. On Friday 26<sup>th</sup> May, we will celebrate our final school Mass. **Students will be expected to be in full school uniform.** Following Mass there will be a celebration on the sunken lawn and students will be given a t-shirt which friends can sign; after this Year 11 students will leave site.

## Exam timetable

Earlier in the term all students were issued with an exam timetable. It is important that students familiarise themselves with this, ticking off exams as they are completed. Keeping-in-touch with classmates also acts as a good check to ensure students are in the right place at the right time. Late entry to an exam is not permitted under the JCQ regulations, more details can be found below.

## Illness During Examinations

The school can apply for special consideration for a candidate who has temporarily experienced illness, injury or some other event outside of their control at the time of the assessment. It is applied when the issue or event has had, or is likely to have had, a material effect on a candidate's ability to take an assessment or demonstrate his or her normal level of attainment in an assessment. If your child is ill for any reason and this is likely to impact on an exam **you must contact the school** immediately.

If your child misses an examination, you will be required to complete the appropriate forms issued by the exam boards. The school is mandated to carry out an investigation this includes, but not limited to, any suspected malpractice following scrutiny of the form.

***We must stress that if a student has claimed that they have missed an exam due to illness and they are seen in public or there is a suspicion related to the same, this includes for any convalescent, recovery or isolation period, they will be reported to the exam board. This may result in disqualification from the qualification and potentially from other ones too.***

## Mobile Phones in Exams

The examination board rules state that students should not bring their mobile phones, other electronic devices or watches of any kind into the examination room. Hence, we will be operating a system where students who are sitting exams in the main hall will need to leave these devices in their bags which will be stored in a separate room before the start of the exam. This process has been practiced in school during last year's exams and during some mock exams.

*It is essential that your child arrives by 8.45am for morning exams and 1.00pm for afternoon exams to facilitate this process and ensure a prompt start to the exam.*

Upon arrival students will leave their bags in the T4 classroom and this room will then be locked for the duration of the exam. At the end of the exam, the room will be unlocked, and students will be able to collect their belongings.

Please note that this procedure has been introduced so that we are fully compliant with examination board rules. The school can accept no responsibility for loss or damage to any devices that are left by students in the classroom. The best solution to this issue would be that students do not bring large bags, their mobile phones, smart watches or electronic devices into school on examination days.

Should you have any further questions then please contact our Examinations Officer, Mrs Colley, at the school in the first instance.

## Returning of Catering Fobs – Week commencing 22<sup>nd</sup> May 2023

In order that the cashless catering accounts can be properly reconciled before Year 11 students proceed on study leave, their catering fobs will not be able to be used in the canteen from Monday 22<sup>nd</sup> May and instead Year 11 students should use only cash or a debit card during the public exam period.

Those students not returning to the Sixth Form next year should return their fobs to the Catering Office in the canteen from Monday 22<sup>nd</sup> to Wednesday 24<sup>th</sup> May 2023. Surplus balances will be re-credited back to parents or can be transferred to a sibling. Students staying at Oaklands for the Sixth Form will be able to recommence using their fobs from the start of next term in September 2023.

## **Outstanding Debts**

All outstanding debts with the school, as can be seen on Scopay, must be paid before the end of Friday 16<sup>th</sup> June 2023. Prom tickets will not be issued where there are outstanding debts.

If you have any issues with outstanding debts please contact the Finance Office as soon as possible.

Please can I also ask that any library books are returned, or we will have to add a charge for these at a cost of £8 per book to the outstanding debt amount owed.

## **Taster Day – New Sixth Form – Wednesday 12<sup>th</sup> July**

We have arranged a Sixth Form Taster Day for Year 11 students on Wednesday 12<sup>th</sup> July. This event is designed for students who intend to return to Oaklands in September with the aim of allowing applicants to learn more about life in the Sixth Form and about preparations for courses next year as well as enjoying lunch on the sunken lawn with this year's Sixth Formers.

Students can attend lessons in their chosen subjects to get a flavour of Sixth Form teaching. Pizza will be provided at lunchtime so that students will have an opportunity to meet both staff and other new Sixth Formers informally. Some of the A Level subject matter may differ from content in Year 11 or may be a new subject altogether, so attending various taster lessons will help to ensure students have less disruption in September if they find the subject is not what they expected.

Students may make their taster day choices from a timetable that will be available on the day. The timetable will also be posted on the Sixth Form pages of the school website shortly before the event so students can choose their subjects in advance. Additionally, for those returning to Oaklands in September, bus pass information will be available on the Sixth Form pages of the website.

## **Collection of Examination Results**

### **Thursday 24<sup>th</sup> August (10.00am-12.00noon) – Sixth Form Conference Room**

The school will be able to hand out the GCSE results to Year 11 students on Thursday 24<sup>th</sup> August 2023 between 10.00am and 12.00noon.

If students have not collected their results during the allocated time on Thursday 24<sup>th</sup> August, then the results will be sent that day by second class post.

When students arrive, they should make their way to the Sixth Form block and up to the Conference room where the results will be distributed.

## **Sixth Form Enrolment**

There are two parts to the enrolment process and both must be completed to secure your place in the Sixth Form.

The first part takes place on Thursday 24<sup>th</sup> August from between 10.00am and 13.00pm. After collecting GCSE results, students are required to come straight to Sixth Form Reception and speak to one of the Sixth Form Team to confirm that grades are suitable for the courses chosen and to confirm the Sixth Form Code of Conduct form has been read and signed. This Code of Conduct will be sent to applicants prior to Results Day so that it can be read and completed in advance.

The second part is an online enrolment form which applicants need to complete once it becomes live on the school website from Thursday 24<sup>th</sup> August, for one week.

Members of the Senior Leadership Team will be available throughout the morning and early afternoon to help with any queries.

Although results are issued on Thursday 24<sup>th</sup> August, examination certificates will be presented at our Presentation of Certificates Evening which is traditionally held at the start of January. Final details will be confirmed nearer the time.

## Alumni

There are many ways in which former students can enrich the life of the school and we, therefore, strongly encourage those students leaving the school to keep in touch.

We are being helped by a national charity called Future First to find and reconnect with former students that have left over the years. They offer opportunities when students leave school to build confidence, skills and their CV. Alumni students will receive a few emails a year sharing news and opportunities to get involved.

Please watch and share [this video](#) with your child to see why former students around the country are joining their old school or college's alumni network.

It takes two minutes to sign up, so if your child has not already joined at school, please [click here](#), and make sure they use their own email address, not their school/college email. Older siblings may also want to join, if they are not already enrolled.

Finally, I should like to take this opportunity of wishing all public examination candidates every success in their exam results and a very enjoyable well-earned holiday once your exams are over. We all hope that they have gone well for you. You have all worked hard and we hope that you will reap the benefits of your hard work when you receive your results in August.

We also look forward to seeing as many Year 11 students as possible back in September as Oaklands Sixth Form College students.

Please do not forget that the Oaklands Sixth Form enrolment this year is **Thursday 24<sup>th</sup> August (for one week)**. The College term begins for you on **Monday 4<sup>th</sup> September 2023 at 9.00am**.

Yours sincerely



Mr Matthew Quinn  
**Headteacher**

### **STOP PRESS: PLEASE HELP**

***Please help your Subject Teachers by returning any outstanding text books. Text books are expensive and they are needed for immediate use. Have a big clear out at home and bring them into school with your name clearly written in each book.***

***Please also check at home for any library books that you may have and bring them back into school. Thank you.***

***Finally, please bring in your old good quality school uniform for the OFPA 'nearly new' uniform fundraising effort. Good quality, clean uniform fit for second hand sale can be handed in at the school Reception.***