



# SIXTH FORM POLICY

## INTRODUCTION

Our Ethos is founded on the concept of *Torah im Derech Eretz*.

Whatever pathway a student will choose to take, learning Torah and keeping to its *mitzvos* plays a key part in living life as a fulfilled and observant Jew.

The Hebrew phrase '*Derech Eretz*' means two things:

- *Derech Eretz* means having good character. A person's character defines who he is and influences all his interactions with others. He will be respectful, sensitive, kind and honest even in trying conditions.
- *Derech Eretz* also means engaging constructively with the wider world. The Sixth Form prepares our students to be aspirational, outward looking and to think ahead.

Based on these concepts, the following are the character traits that we wish to develop in our students:

**Resilience:** This begins with **Self-knowledge** and **Self-discipline** which leads to **Self-esteem**. A person with self-esteem is able to get up after being knocked down with the confidence to know that they are not a failure.

**Thoughtfulness:** We encourage **curiosity** and **independent thinking**, leading to an **enjoyment of learning**. We value above all **intellectual honesty** born from **humility**.

**Awareness:** We share this world with billions of other people. We need to be **outward-looking**, thinking of others and their needs and feelings. A person living their life with this awareness will develop into a true **mensch**.

## 1. EXPECTATIONS OF STUDENTS

Students must show respect to staff at all times. Respect means appreciating and demonstrating the value of the education that they are receiving and the people who are involved in providing it. Sixth Form students are also role models for the lower school and their behaviour is being observed and emulated by the younger boys.

Students have chosen the subjects that they wish to study and they need to take responsibility for their own success. This means high standards of attendance, punctuality and work at all times.

Students must attend every lesson on their timetable. They are expected to arrive punctually although there is a five-minute leeway to allow time to get from lesson to lesson. Homework is set by the class teacher and the amount set and due date is at the teacher's discretion. Students must complete the work to a high standard and hand it in by the due date.

## **2. DRESS CODE AND APPEARANCE**

The Sixth Form are required to adhere to the following dress code and appearance policy.

- Formal suit blazer, black, brown, navy blue or grey
- Stiff-collared shirt
- Formal suit trousers. Chinos, denim and denim-style trousers (pockets at the front and skinny fit) are not acceptable.
- Formal shoes. Suede and brown leather is acceptable but the shoes must look formal. White or light coloured soles are not acceptable. Boots are not acceptable.
- Shirts can be any colour, but must be formal. Shoes must be black or brown.
- Wearing a coat in the building is not allowed.
- Hairstyles must be appropriate for the School ethos. Cult hairstyles are not permitted, for example there should not be a significant difference/step/grade between the length of the side and the top of the head. However this does not preclude those student who wish to grow their peyos (sidelocks). Hair may not be dyed. Students who dye their hair will be asked to re-dye it back to its original colour immediately. For Halachic (Jewish Torah Law) reasons boys must ensure a short haircut and that the peyos (sidelocks) area of the head must not be cut to less than a number 2 haircut length, this includes above and behind the ears.
- Students are required to wear their school ID badges attached to their lanyards at all times on the school premises.

Dressing formally helps students to see school and their education as important aspects of their life that deserve to be taken seriously and shown respect.

## **3. PARENTAL CONTACT**

Teachers are encouraged to be in contact with parents. This has a big positive impact on students' progress and attitude. Students greatly appreciate a positive email from the class teacher. This also means that if there is ever the need to make contact regarding negative behaviour, it will be seen as supportive rather than just a complaint.

## **4. ENROLLING ON A COURSE**

There are three pathway to join the Sixth Form at Hasmonean:

1. In order to study A-levels, a student will have achieved 5 GCSE grades 9-4, including Maths and English.
2. In order to study BTECs, a student will have achieved 5 GCSE grades 9-3 including English at grade 4. Students who did not get at least grade 4 in Maths or English GCSE will need to retake them in Sixth Form. They are still able to enrol on a Level 2 BTEC course.
3. Each A-level and BTEC also has its own entry criteria that must be met. If a student meets the criteria then they must be allowed to take the relevant A Level or BTEC course.

Students can choose a combination of A-Levels and BTECs. They must enrol onto 3 courses, with no more than 3 A levels/BTECs (with the exception of Further Maths that can be studied along with 3 other subjects.)

Attendance at Beis is also a condition of acceptance into Hasmonean Sixth Form.

## 5. REGISTERS AND ABSENCES

Students need to sign in every morning using their ID card. Teachers will take a register for every lesson.

If a student is absent from school due to illness, their parent must send an email to Mrs Fine and Head of Sixth Form to inform them and to allow for the register to be updated.

If a student is already in school and needs to leave and will be missing lessons, they must request permission from the Head of Sixth Form. If the Head of Sixth Form is unavailable, they may ask a member of SLT.

Planned absences must be authorised by the Headteacher before any bookings are made.

96% attendance is considered acceptable. If attendance falls below 90% even for authorised absence, parents will be informed.

## 6. MONITORING, SUPPORT AND SANCTIONS

In the Sixth Form, we encourage and support all students to flourish and to fulfil their potential. We have a wonderful environment where all students are given the opportunity to develop and enhance their skills and to learn new skills, both within their academic subjects and outside. Students are encouraged to become independent learners and they are also given certain privileges so they feel they are treated more like young adults. The School has incredibly high expectations of our Sixth Form students and there are occasions when students may fall below these expectations.

As a result of this, whilst Sixth Form students are subject to the whole School Behaviour Policy, an independent ladder of escalation and support is needed for issues specific to the Sixth Form. A four stage system is used, with the final stage potentially leading to a student being asked to leave the School.

The table below shows the most common types of misdemeanour that could occur in a classroom. If a student is absent from lesson, the teacher should check the register for an absence code. If there is nothing recorded then the default is to mark it as truancy. If a student misses a lesson for a valid reason, they must have the decency to inform the teacher in advance. If they do not, then it is considered as truancy and should be recorded as such.

<b>If a student:</b>	<b>Classroom teacher actions</b>
Misses a lesson with no acceptable explanation	Record a negative. Detention will be set.
Is more than 5 minutes late	Mark L on register with number of minutes late (this will be monitored, see below).
Does not hand in homework when due or has put in too little effort	Record a negative. Send the student to complete the work in the study room at the teacher's discretion.
Is disrespectful or disturbs the lesson	Record a negative and add a comment with some details.
Is repeatedly in infringement of the dress code	Send student away to correct the issue and record a negative

A student who misses a lesson will be given a detention by the Head of Sixth Form.

If the issues occur in only one subject, the matter may be referred to the Director of Learning for that subject who will be asked to take the lead in sanctioning the student and the Head of Sixth Form will support. In all other cases, the following procedure will be followed:

Each student is monitored by the Head of Sixth Form and negative referrals that are logged on Bromcom by teachers are tallied. When a student reaches 3 negatives, they will have an informal meeting with the Head of Sixth Form to discuss the issues. Once a student reaches five negatives, he is escalated to the first stage of the procedure.

Stage 1: The first stage involves a meeting between the Head of Sixth Form, parents and the student. The negatives are discussed and targets are agreed and set for the student to be supported. The student is placed on report to the Head of Sixth Form via Bromcom for a period of two weeks. The student will meet the Head of Sixth Form on Thursday afternoon each week at 3.30pm (or after period 8 if they have a lesson) to go through the report.

Stage 2: If behaviour does not improve within the two-week period and the student receives further negatives whilst on report, he is escalated to the second stage after the two-week period is over. This leads to another meeting between the Head of Sixth Form, parents and students, with the addition of the Assistant Headteacher responsible for pastoral care. A discussion is held as to why the targets agreed at the first meeting have not been met and it is explained to the student that he is failing to comply with the school policy. Further targets are agreed and set and the student is now supported by a member of the Senior Leadership Team, to whom the student is on report for two weeks and with whom daily support meetings are held at 3.30pm (or after period 8 if they have a lesson).

Stage 3: The third stage is activated if a student receives a further negative whilst on report to a member of the Senior Leadership Team. If this happens, he will be excluded based on the whole school behaviour policy and the matter will be treated as a disciplinary issue. Exclusions begin with an internal exclusion and escalate to fixed term external exclusions. Please see the school's Exclusion Policy for more details.

The final stage begins after all supportive measures have been put into place and the student fails to follow instructions. A further negative referral will lead to him being asked to leave the school.

Students who have been previously on a stage report and then accumulate 5 negatives will automatically escalate to the next stage. For example, if a student was on stage 1 report for two weeks and had no further negatives, they are off report. If they then accumulate 5 more negatives within a term, they automatically go straight to stage 2.

## **7. BEIS MONITORING AND SANCTIONS**

The behaviour policy, including attendance matters, also applies to the Beis programme and will be implemented by the Head of Beis, Head of Sixth Form, Assistant Headteacher and Headteacher.

Those students who attend Beis Chazak are issued with additional expectations and guidelines which should be read in conjunction with the Beis Chazak Policy.

## **8. LESSON SUSPENSION**

Lesson suspension is a sanction that can be applied in certain situations for example if a student is absent from Beis or does not attend detentions. A student is allowed on site, but will not be allowed into any lessons. This will be used at the discretion of the Head of Sixth Form or SLT.

## **9. THE NEXT STAGE: DESTINATIONS**

We aim to ensure that all Sixth Form students progress to suitable high quality destinations, for example, Yeshiva, Seminary, University, College, Apprenticeships. We will support students and parents to make informed choices about progression beyond Sixth Form and will provide the best possible support to ensure that applications and references are of the best possible quality. The Hasmonean Yashar Programme provides support for Sixth Formers by providing careers guidance, visits to university taster days, visits to UCAS conventions, additional support for Oxbridge applicants, admissions tests and interview practice, and the alumni fair.

**Reviewed by Maxine Zeltser October 2021**

**Ratified by Governors Standards Committee Oct 2021**

**Next Review October 2026**