

# SIXTH FORM PERSONAL LEARNING AND DEVELOPMENT PROGRAMME

In addition to the three chosen subjects, Fairfax students will also undertake the Personal Learning and Development Programme throughout their two year course.

We want students to leave Fairfax with the skills, virtues and experiences that will help to give them the confidence and ability to pursue their goals.

We also wish to prepare them with the experiences that employers and higher education institutions seek. We believe that active participation in all that the school has to offer will allow each student to achieve this.

## What is the Personal Learning and Development Programme?

All students will be part of the programme of support and opportunities that we offer. This consists of:

- Access to the Learning and Wellbeing mentor
- Access to a dedicated supervisor
- Enrolment onto the Express Extended Qualification Project
- Digital Literacy Programme
- Your Future sessions in Summer Term
- One week of work experience
- Support for university applications
- Support for apprenticeships
- Higher Education Fair for university, apprenticeships, and employment
- Access to Sutton Trust Programmes
- Access to University to Birmingham's A2B Scheme
- Access to Peer Mentoring Training
- Prefect application in year 12
- Senior Prefect Team applications in year 13
- Deputy House Captain applications in year 12
- House Captain applications in year 13
- Access to our independent careers adviser
- Career support via careers platform, Unifrog
- Registration careers programme
- UCAS support
- Personal statement master classes
- Opportunity to undertake Duke of Edinburgh Award
- Volunteering opportunities in-school and with external providers
- House charity participation

All students in the sixth form are supported by the Head of Sixth Form who is the Assistant Principal responsible for post16 education support, with the Assistant Head of Sixth Form. Within the sixth form centre, our support team are on hand. Each year group have a dedicated supervisor who is there to guide and support the students as they progress through the year. In addition, we have a learning and wellbeing mentor who sees all of our students for academic support and also to look after their wellbeing during their time with the sixth form.

Assistant Principal. Post 16 Education	Ms W Gray
Assistant Head of Sixth Form	Miss S Sutton
Academic and Well-being Mentor	Mrs F Clark
Year 12 Supervisor	Mrs K Davis
Year 13 Supervisor	Ms N Rai
Career Adviser	Mrs P Knowles

## Supervised study

In addition to the timetabled lessons with subject specialists, students have at least one supervised study period attached to their timetable where students are expected to work independently on their studies. These sessions form part of their hours in the sixth form and are an important part of their studies. The room is coordinated and supervised by the supervisors of year 12 and 13 and students are expected to follow the work room instructions.

Using our resourced work room, students will do additional reading or research, complete work, explore career options and complete activities on Unifrog.

## Extended Qualification Project

All year 12 students are entered for the Extended Qualification Project (EPQ). This is a one-year express course that allows students to lead their own projects. Students get to plan and carry out research on a topic that they've chosen and isn't covered by their other qualifications. They can take inspiration from something touched on in class or something personal and unrelated to their studies. They then use this research to produce a written dissertation and

- become more critical, reflective and independent learners
- develop and apply decision-making and problem-solving skills
- increase their planning, research, analysis, synthesis, evaluation, and presentation skills
- learn to apply technologies confidently
- demonstrate creativity, initiative, and enterprise.

Undertaking an Extended Project can support your application to Higher Education by:

- Reducing the level of an offer
- Giving your application preference, on highly selective courses over students who have not undertaken EPQ
- Providing a focus for valued content within your personal statement
- Providing a major focus for interview discussion

## Your Futures

The weekly timetabled lesson for EPQ is also used for both careers and PSHE sessions.

Throughout the year, the EPQ staff will deliver the PSHE sessions relevant to the year group and once the EPQ is completed in May of Year 12, our attentions turn to our session on 'Your Future'. Within these sessions, students explore their choices for post-18 decisions and begin the process of applying to university and for apprenticeships.

After year 12, students receive support from the sixth form team based on their choices for post-18. This will include workshops and master classes, as well as presentations from our external providers.

## Registration CEIAG Programme

In addition to the timetabled EPQ, students have one registration a week dedicated to careers information and support. The programme covers topical areas as we progress through the school year.

## Unifrog

We are delighted to be in partnership with Unifrog, the complete destinations platform. Unifrog bring all the available information into one comprehensive, user-friendly platform that helps students make the best choices, and submit the strongest applications. Through the use of the platform, we are able to track our students' progression through the different areas and there is a partnership with universities and employers to further support students to be successful.

All of our students have received a log in for the platform and are invited to create their profile, look at courses and employment opportunities, undertake subject specific MOOC (Massive Open Online Courses) to further strengthen their employability skills.

## In-year careers support

We receive regular information from a wide range of providers regarding career information and opportunities. We share this information with the students through the use of the homework platform, Satchel One, Unifrog and the students' school emails.

## Supporting applications for university.

Students are encouraged to visit a wide range of university and college Open Days. Most are open at weekends, but we permit three visits in an academic year by request.

Speakers from a variety of universities come to school to give presentations, guest lectures and seminars to the Sixth Form to help with their decision making.

Students hear talks from admission team at our partner universities, as well as take part in personal statement writing masterclasses. Students will also receive ongoing support from your Sixth Form tutors and other staff to help you create a compelling personal statement.

## Exploring a range of pathways.

Sixth Form students are also supported if they decide that university is not the best option for them. We have speakers from apprenticeship providers who come into school to talk about their schemes, and we also provide guidance on completing application forms and interviews. Students can find further information about apprenticeships and degree apprenticeships on the careers section of the school website.

We have careers support from a variety of employers, and you will be able to book regular careers meetings to seek advice. You will also benefit from lectures, seminars and enrichment opportunities with a considerable number of external partners, including with our corporate partners. We share these opportunities with you directly through Satchel One and Unifrog. All of our students are expected to be proactive in accessing the resources shared with them by the sixth form team.

## Real life work experience

During the course of their studies, students in the Sixth Form are expected to undertake a minimum of 5 days placement(s) with an employer in the summer term of year 12. This work experience is designed to gain valued employability skills, but also to inform future career decisions.

We expect students to arrange work experience placements independently, to ensure that each placement is tailored to meet individual needs and interests, however our dedicated sixth form team are able to provide ongoing support and direction throughout the process.

We will share details of schemes offered via established links with employers and organisations, along with any new opportunities that we promote throughout the year. Students will also receive guidance on how to apply and make the most of their time on placement.

## Further support

Our school website has several pages of information for parents and students. Information can be found at the following links:

[Careers Programme Information – Fairfax Academy](#)

[Careers information for parents and carers – Fairfax Academy](#)

[Careers information for students – Fairfax Academy](#)

Sixth Form Specific information: [Enrichment and Careers Programme – Fairfax Academy](#)

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