

Ivybridge Sixth Form



STUDENT HANDBOOK



Welcome

Welcome to our Sixth Form – a vibrant, high-performing community where ambition meets opportunity. We are delighted you have chosen to continue your journey with us. As a Sixth Form student, you are now part of a dynamic environment that celebrates academic excellence, intellectual curiosity, and a passion for success.

At the heart of our Sixth Form is a commitment to both achievement and wellbeing. While we set high expectations and support you to reach your full academic potential, we also believe your personal growth and happiness are equally important. We offer a wide range of enrichment opportunities, leadership roles, and wellbeing support to help you flourish as a confident, well-rounded individual.

Your time here will challenge and inspire you, but you will never be alone on the journey. We're here to guide, support, and celebrate your progress every step of the way.

Wishing you every success

Mrs Offer
Deputy Principal

Vision

We are a College that strives for academic excellence, develops character and provides exceptional opportunities for all.

Values

Respect by valuing others and our College environment and by taking responsibility.

Aspiration by aiming high in everything we do.

Excellence Striving for continued excellence underpins all aspects of College life. Students, staff, parents, carers and governors all work together forming an exceptionally cohesive and united community.

Integrity by doing the right thing especially when no one is looking.

Compassion by seeking to understand the feelings of others and by showing kindness.

Aims

- Provide you with an outstanding education which offers you opportunities to fulfil your potential in subjects which you enjoy.
- Challenge you and support you to further develop your knowledge and skills.
- Provide you with the skills needed to respond to a changing world with confidence, knowledge, respect and humility.
- Help you by offering advice and guidance in choosing your courses and in your future pathways on leaving College.

College Day

Term Dates

Block 0 Tutor Programme	8.45am–9.10am
Block 1	9.10am–10.10am
Block 2	10.10am–11.10am
Break 1	11.10am–11.45am
Block 3	11.45am–12.45pm
Block 4	12.45pm–13.45pm
Break 2	13.45pm–14.20pm
Block 5	14.20pm–15.20pm
Block 6 optional Year 13	15.30pm–16.30pm

Autumn Term 2025

Autumn Term Starts	Friday, 5 September 2025 (Years 7, 11 and 12 only) Monday, 8 September 2025 (All Year Groups)
Non Pupil Day	Friday, 24 October 2025
Half Term Break	Monday, 27 October - Friday, 31 October 2025
Term Ends	Thursday, 18 December 2025

Spring Term 2026

Non Pupil Day	Monday, 5 January 2026
Spring Term Starts	Tuesday, 6 January 2026
Half Term Break	Monday, 16 February - Friday, 20 February 2026
Term Ends	Thursday, 2 April 2026

Summer Term 2026

Spring Term Starts	Monday, 20 April 2026
Bank Holiday	Monday, 4 May 2026
Half Term Break	Monday, 25 May - Friday, 29 May 2026
Non Pupil Day	Friday, 26 June 2026
Term Ends	Wednesday, 22 July 2026
Non Pupil Day	Thursday, 23 July 2026

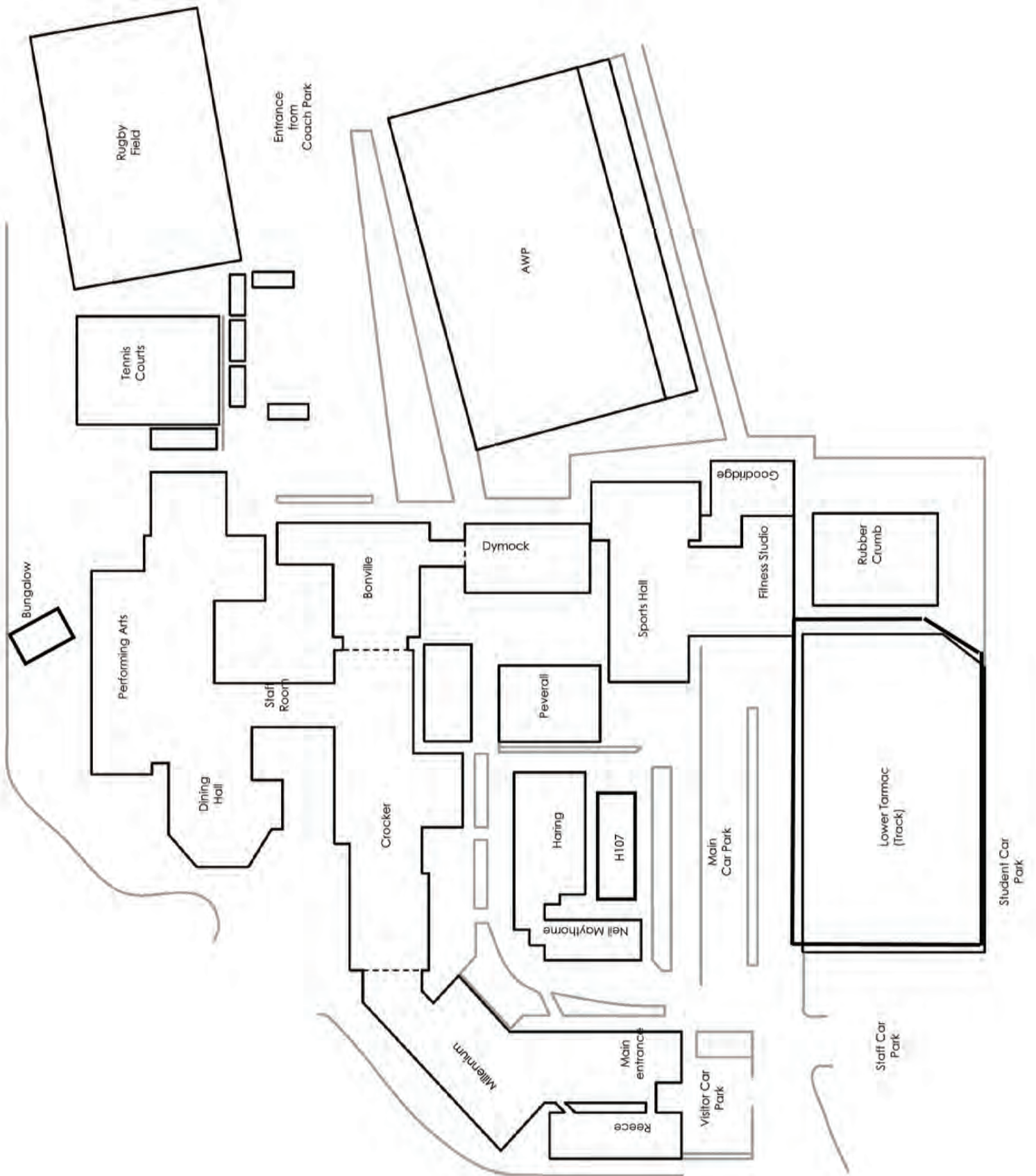
The Sixth Form Team

The Sixth Form Team are all here to support you throughout your time at the College.

Who's who in the Sixth Form and where can you find them?

Nichola Offer	Deputy Principal	Office in Main reception
Imogen Martin	Assistant Principal: Director of Sixth Form	Office in Neil Maythorne Study Space
Trina Nichols	Administrator	Office between Common Room
Lindsay Marriott	Pastoral Leader	Neil Maythorne Study space and Office between the common room and TLRC
Tanya Newman	Administrator and Study Support Supervisor	Tertiary Learning Resource Centre
Kim Daniel	EPQ Lead and Sixth Form Welfare	Office between the common room and TLRC

Ivybridge Community College Campus





Facilities

As a Sixth Form student, you have access to the extensive and high-quality facilities throughout the College. In addition, there are Sixth Form only areas to support your studies and development at College:

The **Sixth Form Learning Resource Centre (TLRC)**

This is a large work area with desks and computers which is reserved for silent study.

The Sixth Form Common Room is a more flexible and relaxed space. It is dual purpose, being used for both social time and study time throughout the day.

The Neil Maythorne Sixth Form Study Space is a large work area with desks and computers, available to use for both independent and group work. This area is supervised at times during the day and is a quiet study area.

H107 is an additional study space that we share with exams. H107 is a quiet and focused study room with study space and computers for you to use.

The Main College Library can also be used by Sixth Form students, as a study space.

Bursary support

The 16-19 Bursary Fund aims to help young people facing financial hardship to stay on in full-time education. Students may use bursary payments for transport, educational visits and equipment.

Applications for the bursary can be made in September when further information will also be given to students. Information can also be found on our College website.



Academic excellence and support

Our Finish Line strategy for Year 13 – Block 0, Block 6, Exit Timetable and more

Block 0

In Year 13, we offer Block 0—a focused, 25-minute support session held from 8:45 to 9:10am each morning. These sessions are led by subject specialists and designed to target specific areas where students need additional help.

Using performance data and teacher insights, students are placed into groups that reflect the subjects or skills they most need to strengthen. Whether it's refining exam technique, deepening subject knowledge, or boosting confidence, Block 0 ensures tailored, meaningful support.

This is a key part of our commitment to helping every student achieve their full potential in their final year.

Block 6

Block 6 runs daily from 3:30 to 4:30pm and offers a structured timetable of additional study sessions led by subject specialists. These sessions are designed to provide targeted support, helping you prepare effectively for exams and consolidate your learning beyond the classroom.

Whether you need help with challenging topics, revision strategies, or exam practice, Block 6 gives you the tools to achieve your full potential. It also supports the transition to more independent study, helping you build the discipline and confidence needed for success both inside and outside of College. Attendance is strongly encouraged for all students.

Exit Timetable

Towards the latter part of Year 13, we run an Exit Timetable—a dedicated period where students receive additional lessons with subject specialists once the formal curriculum has been completed. These sessions focus on revision, exam preparation, and targeted support to ensure students are fully equipped for their final assessments. This programme offers an invaluable opportunity to consolidate knowledge, strengthen exam technique, and receive personalised guidance at a critical time.

Last year alone, this approach provided over 8,000 additional learning hours with specialist teachers, playing a key role in the exceptional exam outcomes achieved by our students at Ivybridge Community College.

Our folder system

At Ivybridge Sixth Form, academic progress and achievement are a top priority. To ensure every student reaches their potential, all teachers report fortnightly on each student's progress through our Sixth Form Trackers.

These reports focus on six key areas:

active engagement

home learning

class performance

organisation

conduct

overall academic progress

The Sixth Form Team monitors this data across all subjects to build a clear picture of each student's performance. Where concerns are identified, particularly around underperformance, we implement a series of supportive action steps tailored to the student's needs. This might include academic mentoring, targeted intervention, or pastoral support—ensuring every student is guided back on track.

Our approach is proactive and supportive, with the goal of helping every student overcome challenges and achieve success.

Academic Monitoring

At Ivybridge Sixth Form, academic progress and achievement are a top priority. To ensure every student reaches their potential, all teachers report fortnightly on each student's progress through our Sixth Form Trackers. These reports focus on six key areas: active engagement, organisation, home learning, conduct, class performance, and overall academic progress.

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Study blocks

Students have timetabled study blocks on their timetable to support them with their independent study, beyond the classroom. Study blocks may be used to complete home learning, consolidation of classwork, NEA work or revision. Our vision is to provide academic excellence for our students and study blocks are timetabled to support this, alongside providing structure and support during the day.

Year 12 and 13 students are permitted to leave the College site during their non-registered block 5 study block only. The below criteria must also be met for students to benefit from this privilege.

- Attendance is above 93% - Students will be notified of their attendance each Monday morning.
- If their tracker has no more than 2 red flags across all subjects

If students are leaving the College site, they must sign out and sign back in again on their return.

Timetables may change during the year. Students are expected to be available from 8.40am to 3.30pm every day.

Home learning

All subjects will set home learning to aid academic progress. Home learning is set on ClassCharts and is monitored by subject teachers through the Sixth Form trackers. There is an expectation that home learning is completed by the deadline set on ClassCharts and non-completion will be recorded as such on ClassCharts. This will incur negative points on your ClassCharts profile and will also be monitored so that early intervention and support can be provided.

Block 0/Tutor programme

Year 12

Monday - 'Planning for success'

Tuesday - Literary Canon

Wednesday – Literary Canon

Thursday – Assembly

Friday - Public Speaking session

Mon A Block 1 PSHE

Year 13

Monday - 'Planning for success' or Academic Mentoring

Tuesday – Assembly

Wednesday – Block 0

Thursday – Block 0

Friday – Public Speaking, moving to Block 0

Mon A Block 1 PSHE

UpLearn

UpLearn Home Learning

The following subjects will make use of the UpLearn platform for home learning tasks:

Maths

Physics

Biology

Economics

Chemistry

Psychology

UpLearn assignment completion will be set and recorded in the same manner as Home Learning with both completion and non-completion added to Classcharts

PSHE Curriculum

College is preparing students for life, the world of work, careers, health and relationships. This is where the importance of PSHE, character education and careers advice and guidance shines through. PSHE is delivered in timetabled lessons each fortnight. Our PSHE provision is an important part of enrichment in the Sixth Form; research has shown that students with higher levels of emotional, social and behavioural well-being have higher levels of academic achievement and engagement, now and in the future!

We have designed sessions which are very much tailored towards the Sixth Formers as young adults, and every care has been taken to focus on future career planning too, whether that constitutes an apprenticeship, a university application or a gap year, to prepare for responsibilities and experiences in later life. Our PSHE sessions fully encompass all areas of personal, social and health education, character education and careers advice and guidance.

We aim to create and deliver sessions that allow the students to develop habits of good living and to create an environment where they can flourish as a human being, both currently and later in life. For example, the topics in Year 13 cover (although this list is not exhaustive): the maintenance of good mental health, growth mind-set, (the idea that intelligence is not fixed; we can learn from our mistakes) the importance of sleep, identity, self-management, finance, driving, political awareness, procrastination and the importance of self-esteem.

Careers Provision and Work Experience

We have a dedicated careers curriculum in the Sixth Form, which is delivered in our PSHE lessons. These lessons are designed to support you with your next steps beyond College. This includes pathways into university applications, degree apprenticeships, other apprenticeships and employment. We are privileged to have a Level 6 qualified Careers Advisor at Ivybridge Community College and all students are given free, impartial careers appointment during their time with us, along with support and follow up appointments, where necessary.

All students complete a minimum of one week's Work Experience in the summer term of Year 12. The Tutor Programme facilitates all students to be able to find and complete a meaningful experience and our careers teams will work with students and Tutors to secure the very best opportunities for students. Our advice with experience is to begin to research placements very early on and keep a look out for emails from our Sixth Form team of the many opportunities that are shared weekly in the Sixth Form student bulletin.

Finally, we have a 'Future's Week' in the summer term of Year 12 to further enhance our careers curriculum. This week provides opportunities to attend talks on a wide range of next steps pathways, practice your interview technique and meet employers from a range of disciplines. The week also offers a trip to a local university.

UCAS Process

We recognise that a high number of students at Ivybridge Community College have ambitions to go on to study at university. The College supports all students with this process, and we begin the process very early.

Teachers, Tutors and students work together to ensure an ambitious and well-rounded application is completed to ensure the very best opportunities are made available to students through their university choices. Key milestones for this process include:

Year 12 June/July	Internal A Level mock examinations, to inform predicted grades
Year 13 October	Early entry deadline
Year 13 November	Internal UCAS deadline for personal statements and subject references
Year 13 January	Official UCAS deadline

Aspiring Scholars Programme

The Aspiring Scholars Programme is a transformative initiative designed to identify, support, and empower high-performing and ambitious students with the potential to excel at leading universities, including those within the prestigious Russell Group and Oxbridge.

This programme offers a structured and inspiring pathway for students who demonstrate academic excellence, intellectual curiosity, and a strong drive to succeed. Through tailored guidance, expert mentoring, and a rich programme of activities, participants gain the skills, knowledge, and confidence they need to thrive in competitive university environments.

From application workshops and subject masterclasses to university visits and interview preparation, the Aspiring Scholars Programme equips students with the tools to make informed decisions about their future and to present themselves as strong, well-prepared candidates.

We believe in unlocking potential and raising aspirations—supporting each student to aim high, achieve their goals, and shape their own academic journey.

Students who wish to be included onto the programme must speak to their Tutor or contact Mrs Offer, Deputy Principal, directly for this opportunity.

A flavour of the programme includes:

Workshop 1

Pathways to Prestigious Universities

Objective: Introduce students to Oxbridge and Russell Group universities — their values, expectations, and the application process.

Topics:

- What are Oxbridge and the Russell Group?
- Differences in teaching styles (supervisions/tutorials vs. lectures)
- Key subject requirements and A-level choices
- UCAS timeline and early deadlines

Workshop 2

Personal Statement Power-Up

Objective: Guide students in crafting compelling personal statements tailored to competitive university admissions.

Topics:

- What admissions tutors are looking for
- Balancing academic and personal content
- Structuring a persuasive statement
- Common mistakes to avoid

Workshop 3

Super-Curriculars & Academic Curiosity

Objective: Help students deepen subject knowledge beyond the syllabus to stand out in applications.

Topics:

- What are super-curriculars (vs. extra-curriculars)?
- Recommended resources (books, MOOCs, podcasts, lectures)
- How to reflect on and write about super-curriculars

Workshop 4

Interview Masterclass:

Thinking Aloud Under Pressure

Objective: Prepare students for Oxbridge-style interviews and tough academic questions.

Topics:

- What interviewers assess (thinking process over correct answers)
- Common formats (panel, subject-specific, problem-solving)
- Techniques for handling curveball questions

Workshop 5

Admissions Tests Bootcamp

Objective: Equip students for admissions tests like the TSA, UCAT, BMAT, LNAT, MAT, and others.

Topics:

- Overview of key admissions tests by subject
- Understanding question types and strategies
- Time management and revision plans

Workshop 6

From Offers to Onward:

Life at Top Universities

Objective: Help students visualise and prepare for academic and social life after getting an offer.

Topics:

- What to expect at Oxbridge/Russell Group (lectures, supervision, societies)
- Financial planning, scholarships, and budgeting
- Diversity, inclusion, and student support services

Attendance

Student falls below **97%** attendance – Pastoral Support and Formal Communication with parent / guardian from the College

Student falls below **90%** attendance
Stage 1 meeting with Pastoral Leader

Student falls below **87%** attendance
Stage 2 meeting with Pastoral Leader with formal support plan issued

Student falls below **85%** attendance
Stage 3 meeting with Pastoral Leader, parent / guardian and Assistant Principal for Sixth Form with formal student review meeting

Student falls below **80%** attendance
Stage 4 meeting with parent / guardian Assistant Principal for Sixth Form and Deputy Principal for Sixth Form with final stage student review meeting

In general terms absences for holidays, part-time work, driving lessons are not permitted or authorised. Attendance concerns may lead to parental meetings and Formal Warnings being issued as outlined in the expectations pages.

If students have no lessons Blocks 1 or 2 they are still expected to attend Tutor in the morning, to support their academic planning for the week, attend assembly to ensure they receive key messages and also make maximum use of the study spaces to keep on top of their studies and any deadlines. We firmly believe that using every lesson in the Sixth Form supports our young people to maximise their time so that if they wish to take on additional responsibilities beyond the hours of the College day they can do so, knowing that they are on top of their work, revision and apprenticeship or UCAS deadlines.

All students are expected to maintain **97%** attendance to College throughout their studies at Sixth Form. This includes attendance to all academic and non-academic registered sessions. Students who are absent with no parental or guardian contact or who fail to maintain **97%** attendance will be supported through the Sixth Form attendance system:

Students absent from any registered session
Absence message from Sixth Form team

Persistent (x3) absence from registered session
Contact from Tutor or Department

Students who fail to engage with support to improve attendance may be issued with Formal Warnings. Accumulation of Formal Warnings can result in students being issued a suspension or permanent exclusion.

Signing in and out

Signing in and out must take place via the lanyard stations, next to the Common Room. Attendance is monitored daily, and teachers will report on lesson attendance through the student academic trackers. Sixth Form Tutors will discuss student attendance in the 'Planning for success sessions', each Monday so that students can be held to

account for their attendance but also support with it.

The Sixth form Team meet weekly to discuss the importance of attendance and we will work with students and families to ensure you have the best support with your academic and personal development, through positive and robust attendance.

Lateness

Students who are late to College or Classes will need to collect a late note from the Sixth Form Office. Lateness to Tutor without a late note will result in three negative points on ClassCharts. Students who are late to lessons without a late note will not be allowed entry to the lesson, will have to register in the TLRC and will be required to complete work for the lesson and catch up on missed content before the next lesson.

Late notes will be awarded for events such as:

- Medical appointments
- Extreme traffic incidents (accidents or road closures)

Late notes will not be awarded for:

- Peak traffic times
- Missed alarms or late wakeups
- Poor decision making

Fixtures

Engagement with Academy fixtures will be dependent upon students maintaining:

- <97% Attendance
- Less than one red mark on the Academic Tracker
- Positive behaviour in the Sixth Form

Fixture selection will also be subject to the discretion of the Director of Sixth Form.



Rewards system

At our Sixth Form, we believe that recognising and celebrating student achievement is key to motivation, confidence, and success. We value not only academic excellence but also personal growth, leadership, resilience, and contribution to the College community. Rewards come in many forms, and a summary table can be found below.

Our rewards system is designed to reflect the effort and commitment our students show every day. By acknowledging both individual milestones and collective achievements, we create a positive, aspirational environment where students feel valued, supported, and inspired to reach their full potential.

Forms of rewards	Rewards given
Verbal praise	Verbal
Positive points on ClassCharts	ClassCharts points
Tutor Group total praise points	Recognition in weekly assembly
Student total praise points	Recognition in weekly assembly and Café vouchers
Tutor Group total praise points	Tutor Cookie tray
Most improved Tutor Group	Tutor Cookie tray
Enrichment and personal development rewards	Recognition in end of term, celebration assemblies
Individual, exceptional rewards	Principal's letter
Charter rewards	Annual Bronze, Silver, Gold and Platinum awards
Subject rewards	Trophies, shields and certificates

Expectations

We expect that all students in Ivybridge Sixth Form:

- Meet the requirements of the College dress code
- Respect and take pride in the College learning environment
- Respect the vision and ethos of the College
- Conduct themselves in a safe manner in College, including e-safety, alcohol, possession or supply of drugs, smoking/vaping, offensive weapons, driving/parking on the College site
- Abide by the College Mobile Phone Policy
- Agree to not bring the College, its staff and students into disrepute via social media or other online platforms
- Meet expectation of all teachers in and out of lessons
- Engage with the support mechanisms put in place in terms of their attendance and/or their work within subject areas.

Failure to meet expectations will lead to Formal Warnings being issued. Formal Warnings may also be accompanied by a further consequence, such as a Fixed Term Exclusion when necessary and appropriate. Three Formal Warnings would lead to a meeting with the student and their parents/guardian to discuss the student's future at Ivybridge Sixth Form.

Examples of Non compliance	Consequence	Examples of College support
<ul style="list-style-type: none"> Internally correctable Dress Code Lateness to College Failure to meet deadlines or home learning 	Negative points on ClassCharts	<ul style="list-style-type: none"> Reiterate expectations Learning Agreement revisited Support correcting Dress Code
<ul style="list-style-type: none"> Repeated failure (x3) to complete expected Home Learning or independent study 	Negative points on ClassCharts and break catch up session to complete the work	<ul style="list-style-type: none"> Teacher discussion with student Guardian communication through departments Supervised study time Monitoring Log
<ul style="list-style-type: none"> Repeated failure (x3) to attend lessons in a specific subject Overall attendance concerns Repeated failure to attend registered study blocks (x3) Repeated failure to meet College expectations (6x demerits) Failure to meet College expectations Damage to College property 	Parent/Carer meeting Break Time compulsory support session	<ul style="list-style-type: none"> Tutor discussion with student Guardian communication Monitoring log Guardian communication Liaison with Sixth Form Team Monitoring Log Guardian meeting Intervention programme
<ul style="list-style-type: none"> Persistent failure to meet College expectations Persistent failure to attend registered study sessions (x6) Repeated failure to attend BCD6 (x2) Failure to engage in support mechanisms to improve attendance Failure to engage with attendance support Persistent (x3) non-correctable dress code Unsafe behaviour in College including driving and parking Smoking/vaping/paraphernalia/ alcohol on College site Failure to use social media in an appropriate/respectful way Vandalism Inappropriate/disrespectful conduct in the community Persistent failure to meet the College Dress Code Repeated failure (x3) to meet the College Mobile Phone policy Repeated failure (x3) to meet Parking expectations Inappropriate/abusive language/gestures towards others Bringing the Sixth Form into disrepute Physical aggression towards others Homophobic, racist, sexist, hate incident or discriminatory language relating to a protected characteristic Inappropriate/abusive language/gestures towards a member of staff Theft 	Formal Warning	<ul style="list-style-type: none"> Discussion with student Guardian communication Meet with guardians, students, Sixth Form Team and relevant College staff Monitoring log Learning agreement revisited Structured support from Pastoral Leader Structured support from Director of Sixth Form Alternative pathways considered Intervention programme Removal of parking permit
<ul style="list-style-type: none"> Extreme examples of unacceptable behaviour/ language Extreme examples of homophobic, racist, sexist, hate or discriminatory behaviour relating to a protected characteristic Aggressive behaviour Persistent failure to meet expectations (x3 Formal warnings issued) Possession/distribution/supply of prescription and non-prescription drugs/offensive weapon/ unauthorised sharp item on the College site or any other items deemed unsafe or meeting expectations such as alcohol or drugs 	Suspension Permanent Exclusion	<ul style="list-style-type: none"> Guardian communication Pastoral support programme Support programme with Director of Sixth Form Alternative pathways considered



Mobile phones

Mobile phones are an integral part of modern life, but their use in a College setting is restricted to ensure a focused, respectful, and mentally healthy learning environment. In the Sixth Form, students are expected to use their phones responsibly and only in designated areas. Mobile phones are permitted to be seen, heard, or used solely within the Sixth Form Common Room. At all other times and in all other areas of the College, mobile phones and headphones must be kept out of sight and on silent.

The rationale for this policy is to minimise distractions, promote concentration, and support the mental wellbeing of all students. Constant access to phones can disrupt lessons, reduce engagement, and contribute to stress or anxiety through social media and online pressures. By limiting phone use, we encourage meaningful interaction, improved focus, and a more productive College atmosphere.

If a phone is seen or heard outside the Common Room, it will be confiscated and taken to the Sixth Form Office. It may be collected at the end of the College day or when the student signs out. Repeated breaches of this policy may lead to further consequences, such as formal warnings or communication with parents. Responsible phone use is expected at all times.

Paid work

Many Sixth Form students take up paid employment in addition to their studies and we support this as they begin to develop their independence. However, we do not expect this to coincide with the College Day. It is also important to note that research shows a negative correlation between hours of employment and academic performance and therefore we recommend that you carefully consider how many hours you are available for employment.

Driving lessons

Similarly, we recognise that students might want to learn to drive during their time in the Sixth Form. Please be aware that students will not be permitted to miss study blocks or lessons to attend driving lessons. This is to support you to achieve your full potential and ensure no learning is lost.

Student parking

Students who live outside of Ivybridge are allowed to apply for a Parking Permit. They must complete an application form available from the Sixth Form office and provide a copy of their driving licence and insurance details. A parking permit will then be issued which must be displayed in the vehicle at all times when on site. Due care and attention must be paid when driving around College. Failure to do so could lead to a parking ban and a Formal Warning being issued. Failure to do so could lead to a parking ban and a Formal Warning being issued.

Dress code

At Ivybridge Community College Sixth Form, we believe that a smart dress code reflects the high standards and aspirations we hold for our students. Dressing in a professional and respectful manner helps create a focused and mature learning environment, preparing students for the expectations of the workplace, university, and beyond. It encourages self-discipline, pride, and a sense of identity within our Sixth Form community. Our dress code promotes equality and professionalism, supporting all students to be seen for their abilities and contributions. Students who do not adhere to the dress code will be supported to make appropriate adjustments, and loan items will be provided if needed, to ensure the standards are met. By maintaining a smart appearance, students set a positive example for younger Year Groups and represent the College with confidence and integrity. This forms part of our wider commitment to independence, responsibility, and future success.

Our Sixth Form Student Leadership Team have worked closely with students and staff to provide clarity on the prohibited items. These are listed below.

- Hoodies
- Ripped jeans
- Jogging bottoms/sweatpants
- Shorts and skirts that fall closer to the hip than the knee
- Sports vests
- Ruched/Scrunch/Lift/Impact leggings
- Nike Pro-style shorts/Nike Pro-style leggings
- All tops that reveal the midriff
- Spaghetti-strap style tops, strapless tops, halter tops and backless tops
- Crocs, flip-flops, sliders and all backless footwear
- Baseball caps/hats
- Unnatural hair colour
- Excessive makeup
- Tongue and septum piercings and spacers
- Wireless headphones

Dance, Sport and Performing Arts Students are permitted to wear blue Ivybridge branded leggings, as appropriate for their lessons.

Key Dates

Year 12

Time frame	Key events
Half term 1	Induction Tutor Evening
Half term 2	Assessment point 1 Awards Evening
Half term 3	Assessment point 1 Parents' Evening
Half term 4	Work Experience booking
Half term 5	Early entry personal statement support
Half term 6	Year 12 Assessments Work Experience Future's Week

Year 13

Time frame	Key events
Half term 1	Early Entry UCAS deadline Assessment point 1
Half term 2	Internal UCAS deadline Year 13 Assessments
Half term 3	Official UCAS deadline Year 13 Assessments
Half term 4	Easter Conference
Half term 5	Final Exams
Half term 6	Final Exams Year 13 Prom Alumni Event





Assessing your work

email and Microsoft Teams and UpLearn

Using the College website you can access:

- Your College email
- College files
- Microsoft Teams
- Students are also given log in details for ClassCharts and UpLearn (where subject appropriate)

There is a Year 12 and a Year 13 Team. This is populated with excellent revision material, such as past papers and holidays support material to help you with your studies.

Each Class you are assigned to will also have a subject Team. Teachers often share class resources and additional supportive material in your Subject. Ensure you use these materials to aid your studies.



Enrichment opportunities

The Sixth Form offers a broad range of enrichment opportunities designed to support students' personal development alongside academic success. These include joining the Student Leadership Team, taking part in community volunteering, participating in our specialist Sports Academies, and engaging with the Supra Curriculum—a programme that links Ivybridge Community College with other secondary schools in the WeST Trust to provide additional academic and enrichment activities.

All students are actively encouraged to take part in these opportunities as a valuable part of their Sixth Form experience. However, participation and engagement are closely monitored against academic performance and attendance. If there is a significant drop in either, students may be withdrawn from enrichment activities, including representing the College at fixtures and events. This policy is in place to ensure that academic excellence remains a key focus, in line with our commitment to balancing high achievement with a rich and supportive personal development curriculum.

As you embark on your Sixth Form journey, we want to reassure you that Ivybridge Community College is fully committed to supporting you every step of the way. Everything we do is guided by our core values of Respect, Ambition, Compassion, and Integrity. These values shape the culture of our College and underpin our shared goal of helping every student thrive.

We are proud to offer a Sixth Form experience that not only aims for academic excellence but also encourages you to grow into a confident, responsible, and well-rounded individual. Whether it's through your studies, enrichment opportunities, or the support you receive from our dedicated staff, we are here to help you realise your full potential.

Together, as a College community, we will work with you to ensure you leave Ivybridge not just with excellent qualifications, but as a kind, capable, and ambitious young adult—ready to face the future with confidence and purpose.



“Leadership at the College is impressive.”

Ofsted 2025

Who can I talk to / Safeguarding

In College

Tutor
Keyworker
Key Stage Administrator
Pastoral Leader or College Director
Any member of staff
College Nurse
Student Welfare Staff
Designated Safeguarding Lead



Local

Police	Emergency – 999 Non-Emergency – 101
Samaritans	01752 221666 Freephone 116123
My Devon – Social Services	0345 155 1071
Youth Interventions Officer	01752 891964
Young Devon	01752 698402 01752 691511
Devon Action Youth	01803 868505
Asthma Helpline	0800 121 6244
Citizens Advice Bureau	0844 826 9717 03444 111 444
Harbour Centre – Drugs / Alcohol / Advisory Service	01752 434343
Young Peoples Team	01752 306596
Domestic Violence	08082 000247
Adult and Community Learning	0845 1551 014

National

Samaritans	08457 909090
Childline (for children in trouble or danger) Freephone	0800 1111
Kidscape (for concerns re bullying)	0207 730 3300
RSPCA	0300 123 4999
Drugs Helpline – FRANK	0300 123 6600
Alcoholics Anonymous	08457 697555
Y Smart Drugs & Alcohol Services for the under 18s Freephone	0800 121 4751



Ivybridge Community College

www.ivybridge.devon.sch.uk

Ivybridge Community College, Harford Rd, Ivybridge, PL21 0JA t 01752 691000

Sixth Form Learning Agreement

Name

Tutor Group

Congratulations! You are now joining the Sixth Form at Ivybridge Community College. There are many opportunities available to you, if you choose to take advantage of them. As a student you have rights but also responsibilities; these are set out below.

Please read the contract carefully before you sign it, and then ask your Tutor to witness your agreement to the terms of the contract and sign it on behalf of the College.

As a member of Ivybridge Community College Sixth Form, we will Help you by offering:

- advice and guidance in choosing your courses
- pastoral and academic care and support whilst you are in the Sixth Form
- appropriate guidance in your selection of progression routes on leaving College.

Provide an education which:

- offers you opportunities to fulfil your potential and achieve academic success;
- challenges you and further develops your knowledge and skills.

Keep your guardians updated by:

- providing them with Academic Trackers and reports;
- inviting them to Parents' Evenings;
- contacting them if we have any concerns.

You have chosen a programme of study comprising the following:

Subjects Studied

1		4	
2		5	Independent Study
3			

We expect the following standards from our Sixth Form students:

Your Subjects

You are expected to engage fully with your studies and complete all work that is expected of you, by the given deadline. It is also expected that you complete 15 to 20 hours of independent study outside of lessons per week. Teachers will help guide you to suitable activities.

If you fail to meet the expectations of your teachers, you will be referred to attend specific timetabled study sessions for a defined period of time. These are intended to help you catch up on and keep up with the workload.

Your Attendance

You are expected to attend Tutor Time every morning and attend all your lessons including CPSHE and timetabled study blocks. Unforeseen absence must be reported through the College Absence Hotline each morning. Foreseen absences should be requested using the Absences Request Form. In general terms absences for Holidays, Part-Time work, Driving Lessons are NOT permitted or authorised.

If your attendance (excluding authorised absences) drops below 90%, parents will be contacted and this may result in parental meetings, interventions and potentially Formal Warnings.

Lateness to Tutor Time will not be tolerated and if you fail to attend College on time on you will be issued an BCD6.

Sixth Form Learning Agreement

BCD6 and Formal Warnings

Ivybridge Sixth Form has high expectations in terms of:

Pride in Presentation

Attitude

Conduct

Effort

We expect that all students in Ivybridge Sixth Form:

- P** Meet the requirements of the College Dress Code.
Respect and take pride in the College learning environment.
- A** Respect the vision and ethos of the College: **The Ivybridge Way**
Are always respectful towards staff, fellow students and resources.
Support the Virtues of Ivybridge; Courage, Honesty, Authenticity, Respect, Ambition, Charity, Tolerance, Empathy and Resilience
- C** Conduct themselves in a safe manner in College, including e-Safety, alcohol, possession or supply of drugs, smoking/vaping, offensive weapons, driving/parking on the College site.
Abide by the College Mobile Phone Policy.
Agree to not bring the College, its staff and students into disrepute via social media or other online platforms
- E** Meet expectation of all teachers in and out of lessons.
Engage with the support mechanisms put in place in terms of their attendance and/or their work within subject areas.

Failure to meet expectations will lead to the possibility of BCD6 and / or Formal Warnings being issued. Three Formal Warnings would lead to a meeting to discuss your future at Ivybridge Sixth Form.

Work Experience

You are expected to undertake a week at Work Experience in Year 12.

Student Parking

Students must gain a parking permit to park in the onsite car park. When applying they must bring a copy of;

- Their insurance policy
- Driving licence / pass certificate

Due to limited space on site students will be denied a parking permit if they live within a reasonable walking commute. Inappropriate use of the parking facilities will result in a day (x1), week (x2) or permanent ban (x3) of the onsite parking facilities.

Mobile phone number

Occasionally the College may need to contact you on your mobile phone. Your number will be kept centrally and will not be shared.

Mobile phone number

Going Off Site

As a Sixth Form student you can leave the College site during non-timetabled lessons; however, you must understand that you will not be covered by the College's insurance once off site.

Should you leave the campus during your non-timetabled study block(s), as well as break or lunchtime, you must sign out using your College ID card and re-enter the College via Main Reception using the Intercom System.

I have read, understood and agree with the expectations set out in the Sixth Form Learning Agreement.

Signed _____ Date _____
(Student)

Signed _____
(Tutor on behalf of the College)