



**KING EDWARD VI
LORDSWOOD
SCHOOL FOR GIRLS**

Educational excellence for our City

King Edward VI Lordswood School for Girls' Sixth Form Year 12 Curriculum Evening

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MRS LEADBETTER

Director of Post 16 Studies

KING EDWARD VI LORDSWOOD SCHOOL FOR GIRLS

Key Staff

Headteacher: Mrs Kerry Cooney

Deputy Head Teachers: Mrs Karen Adamson - Quality of Education,
Mrs Laura Betty - Deputy Headteacher

Sixth Form

Mrs Karen Leadbetter Director of Post 16 Studies

Mrs Raj Waraich Head of Year 12 and 13

Mrs Gail Thomas Sixth Form Attendance and Bursary Officer

Mr Solomon Gibson Sixth Form Student Support Coordinator

Miss Amy Coggins Sixth Form Administrator (maternity leave)

Careers Advice and Guidance

Mrs Lynne Finucane Assistant Headteacher,

Mrs Rose McInerney Careers & Work Placement Coordinator



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Our Values



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BE



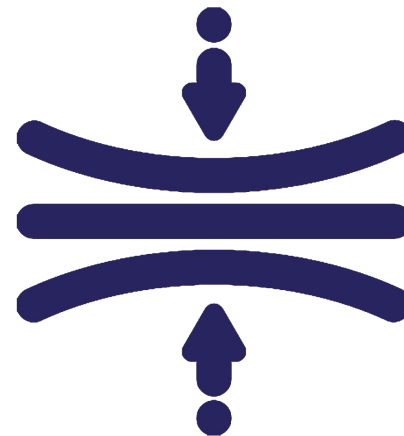
READY

BE



RESPECTFUL

BE

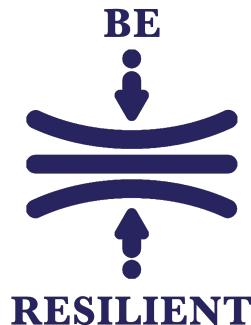


RESILIENT

KING EDWARD VI LORDSWOOD SCHOOL FOR GIRLS

Our Values

- Helping your child get **READY** for the next stage in their life
- Helping your child build **RESPECTFUL** relationships with other and contribute to the community
- Making your child **RESILIENT** so they can face any challenge



Your Child's KEVI LSG Sixth Form Journey: READY

By the time you leave KEVI LSG Sixth Form your child will...

- Have made excellent academic progress
- Have explored a range of post 18 options and secured a university place, apprenticeship, training programme or employment



Your Child's KEVI LSG Sixth Form Journey: RESPECTFUL

By the time you leave KEVI LSG Sixth Form your child will...

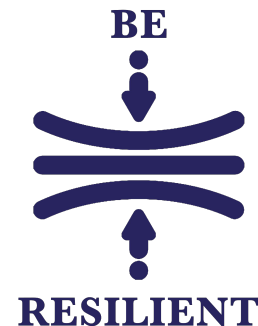
- Have contributed to the school and local community
- Have experience of life outside of education



Your Child's KEVI LSG Sixth Form Journey: RESILIENT

By the time you leave KEVI LSG Sixth Form your child will...

- Have made new friends
- Be more confident, responsible and independent
- Be prepared for independent/adult life





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KEVI LSG Website

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About our Sixth Form

How to apply

16-19 Bursary Policy

A-Level Courses

Vocational Courses

Examination Information

Sixth Form Entry Requirements

Sixth Form Dress Code

Parents

Students

Staff

Lettings



Home About Us The Curriculum Pastoral Care Policies Sixth Form Community Contact Us

Is your child ill?

If your child's ill and will be absent from school, you need to tell us.
We use a service called **Studybugs** which makes it easy.

[Report Absence on Studybugs](#)



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The Curriculum

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Key Dates

KING EDWARD VI LORDSWOOD SCHOOL FOR GIRLS

Term Dates School Year 2025 - 2026

Autumn Term 2025

Term starts: Monday 1 September 2025

Half-term: Monday 27 October 2025 to Friday 31 October 2025

Term ends: Friday 19 December 2025

Spring Term 2026

Term starts: Monday 5 January 2026

Half-term: Monday 16 February 2026 to Friday 20 February 2026

Term ends: Friday 27 March 2026

Summer Term 2026

Term starts: Monday 13 April 2026

Half-term: Monday 25 May 2026 to Friday 29 May 2026

Term ends: Monday 20 July 2026

Inset Training Days

INSET Training Days

Friday 21 November 2025

Monday 05 January 2026

Monday 13 April 2026

Monday 01 June 2026



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MRS WARAICH

Head of Year 12 & 13

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Life in Sixth Form

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The Sixth Form Day

Registration/Assembly 8.30 – 8.50

Lesson 1 8.50 – 9.50

Lesson 2 9.50 – 10.50

Break 10.50 – 11.15

Lesson 3 11.15 – 12.15

Lesson 4 12.15 – 13.15

Lunch 13.15 – 14.00

Lesson 5 14.00 – 15.00

Timetable

- Subject lessons - 30 hours
- Morning form time 10 x 20 mins - 3 ½ hours
- 1 Life Choices lesson per week - 2 hours
- 1 co-curricular enrichment lessons per fortnight - 1 or 2 hours
- 3 supervised study sessions per week - 6 hours (2 hours per subject)
- 9 onsite independent study sessions - 9 hours (3 hours per subject)

Dress Code

Students **should not** wear:

- Any items that feature provocative images or slogans
- Clothes that are overly revealing including visible underwear, ripped jeans, designer or otherwise
- Footwear which could cause damage to flooring or pose a health & safety risk such as flip flops, high heels or backless footwear
- Science students must wear fully enclosed shoes
- Extreme piercings and tattoos are not considered appropriate for the sixth form environment

For safeguarding reasons students must be recognisable as members of Lordswood Sixth Form Centre:

- ID badges **MUST** be worn at all times.
- Hoods, hats or caps that obscure facial features should not be worn in the school building.

Use of Mobile Devices

In Lessons

The use of mobile devices in lessons is **permitted at the discretion of the teacher** and must be for work related purposes only. If the teacher feels a mobile device is being **used inappropriately they can confiscate your device** until the end of the lesson or the end of the school day depending on the seriousness of the misuse.

In Main School

Mobile devices and headphones/ear pods are only permitted in the sixth form area. **Use in the main school is not permitted and will result in confiscation.**

Achievements and Rewards

There are many ways we will **praise and reward** your child throughout your time in sixth form including the following:

- Classcharts Positive behaviour points: effort/achievement/contribution to school/sixth form
- Rewards Shop
- Postcards/telephone calls home
- Privileges
- Value Achievement Stars
- Rewards Events

Independent Study

- Year 12 - for the first term students will remain on site from 8.30am - 3.00pm. This is to help introduce them to independent working and the sixth form environment.
- From January (Spring Term) they will be able to leave site from lunchtime onwards if they are free period 5. This will enable them to work from home during this time.
- If your child have any areas for development such as attainment, attendance, punctuality or negative behaviour, this privilege will be removed.
- Students must sign in/out every time they arrive or leave the site.

Our Mantra - Time = Success

HOW ARE YOU USING YOUR TIME EACH WEEK?

5 HOURS INDEPENDENT STUDY PER SUBJECT = C

7 - 10 HOURS INDEPENDENT STUDY PER SUBJECT = A/A*

TIME = SUCCESS



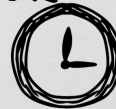
5 HOURS INDEPENDENT STUDY PER SUBJECT = C

7 - 10 HOURS INDEPENDENT STUDY PER SUBJECT = A/A*

IT'S NO SECRET!

TIME = SUCCESS

HOW ARE YOU USING YOUR TIME?



5 HOURS INDEPENDENT STUDY PER SUBJECT = C

It's no secret

TIME = SUCCESS

7 - 10 HOURS INDEPENDENT STUDY PER SUBJECT = A/A*

How are you using your time?



Independent Learning Time

Making the most of independent learning time

- Homework
- Preparing for the lesson - note-taking, research around the topic
- After the lesson - transforming notes - mindmaps, concept maps, summarise
- Super curricular activities - online courses, masterclasses, competitions

Ask the teacher for further ideas

Student Resources

Chromebooks are available for use during free periods. These are located on the ground floor outside the cafe.

Students can use their ID card to access the Chromebook cabinet.

Study Hub

The study hub is a designated silent zone for working





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Communication, IT Systems and Study Skills

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Communication and Apps

Email

- Students will receive regular information and updates via their school email address. Students must therefore check their school email regularly.

Student Bulletin

- A student bulletin is sent out each week with useful information. Parents will also receive a weekly bulletin via the LSG App. Staff are not obliged to respond to emails out of hours. Please be mindful of this when communicating with your teachers. Please look at the home/school communication policy on the school website for further details on communication procedures in school. Students should always communicate using an appropriate language and register.

Studybugs

- This app is used for reporting absences. You will receive notifications from Studybugs if your child's attendance is a concern.

Unifrog

- This platform will help your child explore university and apprenticeship options, plan your personal statement and record your experiences.

Communication

LSG App

This is our communication platform app. You will receive your child's report via this app.

Download from Google Play or App store

We will provide a link

Please ensure we have the correct email address on our system

KEVI LSG

Weduc Uk Ltd

100+
Downloads

Parental guidance ⓘ

Install

Share

Add to wishlist

This app is available for your device



About this app →

This app is King Edward VI Lordswood School for Girls own parent engagement and communication app and it is designed to enhance communication between the school and parents of our students.



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App support ▾

More by Weduc Uk Ltd →



Reach More Parents by Weduc
Weduc Uk Ltd
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North Liverpool Academy
Weduc Uk Ltd



Matrix Academy Trust
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Classcharts

Students can use the Classcharts app to check their timetable, their attendance and positive and negative behaviour points.

Keep up to date with your behaviour

LOG IN GUIDE

1. Go to www.classcharts.com/student/login
2. Enter your student access code, remember to keep this safe!
3. Click Log-in!

STUDENT ACCESS CODE



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Classcharts

Parents are able to access Classcharts. You should have received an email with your access code.

You will be able to track your child's behaviour and achievement points, timetable and homework

ParentPay

All payments - trips, lunch and so on, are paid through ParentPay.

KEVI LSG app or ParentPay site



ParentPay



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Study Skills

During your child's supervised study lessons they will complete tasks in our Bridging the Gap programme. The programme will support your child in the transition from GCSE to Level 3 and covers the following topics

- Organisation
- Reading
- Notetaking
- Time Management
- Self-Esteem

In October they will have a 2 hour session with an outside agency: Learning Performance to further reinforce these skills



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MR GIBSON-CHAUDHRY

Post 16 Student Support Coordinator

Well-being and Safeguarding

Student Support

There are lots of ways your child can access support within the Sixth Form.

- Form tutors - they will see their form tutor each morning where they can discuss any issues.
- The Sixth Form Team- open door policy. Come and speak to any of the team about any concerns or to seek advice- however big or small!
- Pastoral Support (SGi) - Your child can book in a slot with Mr Gibson-Chaudhry to discuss any issues with studies, lessons, or personal difficulties
- Place2be postbox - outside the Sixth Form Office - cards on top of the Postbox.

SUPPORT

SEND Support

Special Educational Needs support is available for students throughout sixth form. If your child is joining us from another school and has received support in the past, and it has not been added to the application form please email school or ask your child to come and speak to any member of staff.



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Safeguarding and Wellbeing

You can speak to any member of staff if you have a concern. The sixth form has a Student Support Officer who can offer one-to-one support.

You can also get a referral our independent well-being and counselling service Place2Be, or speak to them independently using the Place2Talk service.

Wellbeing support agencies are signposted around the school. The school has a large safeguarding and pastoral support team who are trained to support students.

Behaviour Policy/ Sixth Form Report

When a child is on report:

- Targets will be set
- Negatives will be monitored
- Parents will be contacted
- Meeting will be held if necessary



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MRS LEADBETTER
Director of Post 16 Studies

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Personal Development

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Personal Development: Your co-curricular and super curricular activities

We are committed to giving your child access to a wide, rich set of experiences that teach you why it is important to contribute actively to society. In order to do this we offer a range of co curricular and super curricular activities.

Co curricular activities: enrichment offer, charity/voluntary work, work experience, higher education and careers events and encounters

Super curricular activities: university masterclasses, trips, competitions

Personal Development



READY



RESPECTFUL



RESILIENT

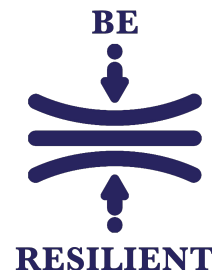
Ready - Careers, Work Experience,
co curricular enrichment, EPQ, Super
curricular activities

Respectful - Volunteering, charity
work, student leadership, peer
mentoring, student council, charity

Resilient - stress busters programme,
challenge programme

Enrichment Curriculum co-curricular

- Your child will have one hour per fortnight.
- Over the year they will experience a range of enrichment activities that will help them be ready, be resilient and be respectful



Enrichment Curriculum co-curricular



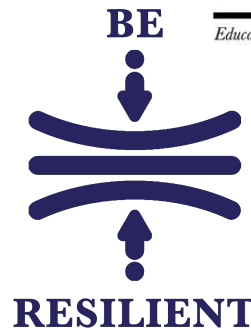
IT Skills

Academic Aspirations



Debating

Loudspeaker Magazine



Communication and
Presentation Skills

First Aid

Sports Leaders + Fitness

Achieving Personal Development Value Stars



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Evidence Guide

EPQ can be used once for any of the values

Talents, we focus on all value goals
BE READY BE RESPECTFUL BE RESILIENT

BE READY

Work Experience
Work Placement
Hard Skills
Job related skills
University outreach programme
Mock interview
Online skills programme
Eton 11

Enrichment
IT Skills
Academic Aspirations

Interaction with HEE
University Visit
Career Talk/Webinar
Post 18 Exhibition
University Masterclass

Soft Skills
Independent Research Skills
Super curricular trip
Learn a new skill or talent

BE RESPECTFUL

School Community 2
Worked effectively in a team
Demonstrated problem solving skills

Wider community
Charity contribution
Voluntary Work
Have considerably engaged with views different to your own
Community Outreach
Learn about, and from different religions

Enrichment
Debating
Loudspeaker Magazine

School Community 1
Student Leadership
Student Council
Subject Ambassador
School volunteer

BE RESILIENT

Any personal challenge

Positive Progress Indicator
Improved Attainment
Improved Punctuality
Improved positive behaviour points
Soft Skills
Have shown resilience
Have shown resourcefulness
Health and Wellbeing
Sports activity
Well-being Activity

Enrichment
Communication and Presentation Skills
First Aid
Out of your Comfort Zone
Leading an assembly
Public speaking

Enrichment Log

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Sixth form

Name _____

Form Group _____

Rewards Achieved

★	
★	
★	
★	
★	
★	

Super Enrichment Stars

Area	Activity	Staff
Ready Bronze		
Respect Bronze		
Resilient Bronze		
Ready Silver		
Respect Silver		
Resilient Silver		
Ready Gold		
Respect Gold		
Resilient Gold		

Each week your child will log their personal development goals. Once they have completed each value goal they will receive a coloured star. By the end of their time in sixth form they will have completed all 3 value goals.

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Careers Education, Information, Advice and Guidance (CEIAG)



Your child will receive careers information, advice and guidance through our Life Choices programme, the morning form programme and our Values Days. Your child can also book appointments with our careers advisor. You will also have access to the Unifrog app.



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Careers and Life Choices

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Careers and Life Choices

Life Choices

In the Life Choices programme you will explore issues and topics surrounding the choices we make in life. It will help you develop as a citizen, gain a better understanding of the world around you and help you make your own decisions.

Value Days

Throughout the year there will be 3 value days. As part of your child's programme of study, they will be off timetable for these days. The first value day will be focused on careers and study skills.. The other value days will be focused on individual subject areas. Your child will also have a day dedicated to supporting you complete your UCAS applications and decide on your post 18 choices.



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Assessment

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Assessment

Your child will be assessed using a variety of methods

Low stakes assessments - knowledge recall, quick tests, verbal questioning

High stakes assessments - examinations, written tests, project work

Internal Exams - Week Commencing 18th May

External Exams - Technical Qualifications

Reporting Dates

We will report on your child's progress each term. The report will include information on your child's current level of progress and attitude to learning.

Reports

21 November 2025

13 March 2026

26 June 2026

Parents Evening

08 July 2026

Year 12 Work Experience Week: 29 June - 3 July 2026

- All Y12 spend a one week block placement on Work Experience
- IT MAY SEEM LIKE AGES AWAY - IT IS NOT!
- Students should start arranging this term! Students are competing with other colleges and sixth forms who are also looking for a work placement.
- Email / Phone / Visit workplaces that students are interested in.
- Some companies may require student to fill out an application / submit a CV/attend an interview - this is great experience so it is advisable to be prepared.



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MRS THOMAS
Sixth Form Attendance and Bursary Officer
Attendance, Punctuality and Bursary

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Daily Routine: Entering the School Site

- Students enter the school site by the Knightlow Road Entrance or Lordswood Road
- All gates are locked at 8.25am for safety reasons
- Students enter the sixth form using the 6th form courtyard.
- Students need to swipe in and out using their ID card or the Signing in App every time they enter or leave school

Attendance and Punctuality

Attendance and punctuality are essential to ensure your child makes the most progress during their time at KEVI LSG.

Minimum expectation: 96% attendance. Minimum Expected Guided Learning Hours: 195 hours per subject per year

Students who do not attend the minimum expected guided learning hours will no longer be considered to be full-time students.

More than 20 days consecutive absence: removal from roll

Attendance concerns

Attendance is monitored daily, concerns will be discussed as follows :

- Stage 1 - student conversation with Attendance & Bursary Officer
 - Stage 2 - parent conversation with Attendance & Bursary Officer letter home
 - Stage 3 - student conversation with Head of Year & Attendance Officer
 - Stage 4 - parent meeting in school with Attendance Officer & Head of Year
 - Stage 5 - parent meeting with Director of Post 16 Studies & Attendance Officer
-
- In addition, the Educational Welfare Officer may also arrange home visits if the school have any concerns about a students safety or wellbeing.

Punctuality concerns (arriving to school late)

- Stage 1 - student & parent conversation with Attendance and Bursary Officer
 - Stage 2 - student conversation with Head of Year & Attendance Officer
 - Stage 3- parent meeting with Head of Year & Attendance Officer
 - Stage 4 - parent meeting with Director of Post 16 Studies & Attendance Officer
-

Daily Routine: Reporting an Absence

- Absences must be reported by 9.00am on each day a student is unable to attend due to illness
- Absences must be reported through StudyBugs by a parent/carer, not the student
- Absences **MUST NOT** be reported by email.

Daily Routine: Appointments

- If your child has an appointment they must give the school at least **24** hours
- **The following absences will be authorised:**
- Hospital, orthodontist, university interviews and open days, driving tests, certain religious holidays
- **The following absences will NOT be authorised**
- standard doctor or dentist appointments, driving lessons
- Any appointments that can be made out of normal school hours
- The school does not authorise holidays in term time.

Lateness to lessons during the day

- Students are expected to arrived to all lessons on time
- Students who arrive late will receive a late mark
- The school will monitor daily which students arrive late
- Students who have received multiple late marks for the day will be issued a behaviour point

Truancy from lessons

- 1st offence - 30 minutes in reset
- 2nd offence- 30 minutes in reset and 3 day attendance Monitoring and a parent call home
- 3rd offence - 1 hour in reset and 5 day attendance monitoring

Applying for Bursary

- 16-19 Bursary Funding is to support students financially with any barriers to their learning.
- Funding is to provide travel costs, stationery, text books and equipment
- Access the online application via the link which will be sent to your school email address
- Complete the application form – you will need to upload **evidence of household income (£30,000 or less)**
- **Evidence** must include all benefits received. If parents/carers work, evidence of salary/wages must be added in addition)

Once your application has been approved and accepted, the Bursary Support Officer will be in touch to help you access the equipment you need by completing a full Needs Assessment with you.

Further details can be found on the school website or you can collect an information sheet from the sixth form entrance area. Please ask if you have any questions.

Applying for Free School Meals

Internal Students: If you have previously applied online for free school meals through the school website you will continue to receive free school meals. This will be added to your lunch card. If you believe you are entitled to free school meals but have not previously applied you will need to do so.

Joining students: If you received free school meals at your previous school you will need to reapply.

TO APPLY

Go to the parents section on the KEVI LSG school website. Select free meals and complete the application form. You will need your parent carer details and their national insurance number.





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Any Questions?

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