

SIXTH FORM

PUPIL HANDBOOK 2026-2027



Exeter
Sixth Form



WELCOME

The sixth form is an especially important time in your school career. It will also hopefully be a hugely positive, enjoyable, and transformational experience for each of you in many different ways. Exeter School offers excellent academic challenge and outcomes, a vast range of extra-curricular activities and opportunities, and supportive, caring staff. Our aim is to help all of you to develop an increased sense of responsibility, strong teamwork, and leadership skills, and a feeling of purpose and

belonging both in the school community and in wider society. In particular, the sixth form years should help you to prepare for your lives after school; you can count on our support and encouragement as you make decisions towards achieving your next steps and your future goals.

Whether you are moving up from Year 11 (Upper Fifth) here at Exeter School, or joining us new this year, we look forward to welcoming you into the sixth form and being part of this new and exciting chapter in your school life and education.



Mr L Chu
Assistant Head (Sixth Form)
LC@exeterschool.org.uk

Important: this guide is designed principally with pupils in mind. Parents should read it alongside the annual *Senior School Parents' Handbook*, which provides more comprehensive information on many school matters.





You are ALL expected to be good ambassadors for Exeter School and role models to younger pupils, by way of your good conduct, smart dress, and positive engagement with staff and school life in general.

OPPORTUNITIES FOR LEADERSHIP

Within the school there are areas and opportunities for all sixth formers to show initiative, take responsibility, and organise and lead groups or events involving pupils of all ages. These include societies, clubs, the CCF, outdoor pursuits such as the Duke of Edinburgh's Award and Ten Tors, and as senior members of orchestras, choirs, bands, drama productions, sports teams, etc.

THE PREFECT SYSTEM

Being a prefect involves additional responsibilities and provides sixth formers with important experience in exercising management skills. Prefect duties assist the whole school community and principally involve helping with management and supervision at lunchtimes, as well as supporting specific events.

Prefects may have to report the conduct of other pupils, including fellow sixth formers at times; this requires good judgement, integrity and often courage.

Prefects take the lead in representing the school at marketing events and

conducting guided tours around the school for prospective parents, families and other visitors. They are expected to show additional maturity, to be particularly strong role models for younger pupils, and to display leadership, communication skills and initiative in helping to ensure the smooth running of the school.

Prefects organise and support many further aspects of day-to-day sixth form life. They help to voice and represent the general views of the sixth form within the wider school community, support senior staff with the smooth running of the school, promote charitable and extra-curricular activities, help

with the upkeep of the Sixth Form Centre's facilities, help with the planning of sixth form events, and support the younger year groups, in particular Year 7 (Third Form).

Examples of specific additional responsibility areas for prefects include inclusion & diversity, wellbeing, School Council, admissions and marketing, alumni, etc. You are encouraged to ask current prefects and relevant staff about any roles or areas that interest you, and to get involved with these from the very start of sixth form.

The prefect structure comprises heads of school, deputy heads of school, senior prefects and school prefects. House captains and senior cadets also form part of the overall leadership structure. Appointments are made in the spring term of Lower Sixth and commence in the summer term, including an off-site training day.

All of the Lower Sixth are invited to apply for these positions of additional leadership. Selection is based upon applications, interviews, and votes gathered from other Lower Sixth pupils, teaching staff and from the Upper Sixth prefects. Your school record (lateness, attendance, discipline, and academic effort) will be taken into account in the selection process.

HIGH EXPECTATIONS

THE SIXTH FORM TEAM

- **Mr Chu** – Assistant Head (Sixth Form)
LC@exeterschool.org.uk
- **Mrs Trica** (L6) ST@exeterschool.org.uk, tbc (U6)
– Heads of Year
- **Dr Bell** (LB), **Mrs Brownsey** (CB), **Mr Goody** (JFMG), **Dr Keane** (ELK), **Mr Latimer** (MFL), **Mr Mackintosh** (SKM), **Mrs Metcalf** (JHM), **Mr Munday** (SGM), **Mr O'Rooke** (CLO), **Mrs Tamblyn** (FJT), **Mr Worthy** (MDW) – Sixth Form tutors
- **Dr Bell** – Sixth Form Study Supervisor LB@exeterschool.org.uk
- **Mrs Szender** – Career Pathways Advisor
careers@exeterschool.org.uk
- **Dr Keane** – Oxbridge Applications Co-ordinator
ELK@exeterschool.org.uk
- **Mr Boddington** – Medical Applications Co-ordinator
PJCB@exeterschool.org.uk

Who to speak to if you have a question or are worried about ANYTHING

In no particular order:

- any of the sixth form team
- **Mr Glanville** – Acting Deputy Head (Pupil development, welfare and wellbeing)
MFCG@exeterschool.org.uk
- your head of house
- the school nurse – Mrs Fraser (medical room in the bursary)
VSF@exeterschool.org.uk
- the school chaplain – Rev Close
MWC@exeterschool.org.uk
- any of your subject teachers
- your parents
- your friends
- the prefects or other sixth formers
- **ANYONE!**



CARE PASTORAL



Your wellbeing is central to all that we do, and we place great emphasis on the importance of pastoral care. We understand that if you feel happy and secure, you will most likely develop socially and emotionally, along with achieving well academically. We also appreciate that positive relationships between pupils and staff are key in a supportive school environment.

The sixth form team collectively provides an important part of the pastoral care of our older pupils. They see you daily, facilitate assemblies and talks from visiting speakers, and plan opportunities for you to discuss and explore a wide range of

issues regarding personal wellbeing and development. Other key members of staff with important pastoral roles are Mr Glanville (Acting Deputy Head, Pastoral), Mrs Doku (Head of Safeguarding), Mrs Glanville (Pastoral Assistant), Mrs Fraser (School Nurse) and Reverend Close (School Chaplain). However, because pupil welfare is at the forefront of the school's aims, ALL members of staff are responsible for your pastoral care.

Our five houses also complement our pastoral care structure, through collective events, friendly competition, and character-building pursuits. There are approximately 160 pupils in each house from Year 7 (Third Form) to Upper Sixth, with a Lower and Upper Sixth tutor group in each house. The Heads of House work alongside the sixth form team to ensure that you are known and fully supported during your time here, and that you have plenty of opportunities to have a positive influence on younger pupils in your house and develop leadership skills. New joiners in the sixth form are allocated to a tutor group and house at the start of Lower Sixth.

HOUSES

HOUSE	ABBREVIATION	HEAD OF HOUSE
ACLAND	A	Mr R J Baker (RJB)
CROSSING	C	Mrs Kimberley (ESK)
DOWRICH	D	Dr Commin (MJC)
GOFF	G	Mrs Sheehan (MFS)
WALKER	W	Mr Charters (RAC)



THE DAILY ROUTINE

The school bell rings

- at 08.30 – warning bell before morning registration
- at 08.35 – start of morning registration
- at the start of each new period
- at 11.35 – warning bell at end of morning break
- at 13.45 – warning bell at end of lunch

DAILY ROUTINE

Pupils in tutor rooms	08.35
Pastoral slot*	08.40-9.05
Period 1	09.10-10.10
Period 2	10.15-11.15
Break	11.15-11.35
Period 3	11.40-12.40
Lunch	12.40-13.45
Period 4	13.50-14.50
Period 5 †	14.55-15.55

*Monday, Tuesday and Thursday	Tutor time, year group assembly or Chapel
*Wednesday	Whole school assembly (main hall)
*Friday	House meetings (various venues)
†Friday 5 (14.55-16.30pm)	CCF (Army, Navy and RAF), Duke of Edinburgh's Award, community service, SWUNK music, sports leaders programme, Gold Arts Award (art/drama), or <i>The Exonian</i> magazine publishing team

TIMETABLE

You will be given this blank timetable grid again in September, which you can fill in from your individual printed timetable (as that is unlikely to show actual timings).

TWO-WEEK TIMETABLE. ALL LESSONS ARE 60 MINUTES.

WEEK A		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Before school						
08.35		REGISTRATION				
08.40-9.05		PASTORAL SLOT				
09.10-10.10	1					
10.15-11.15	2					
11.15-11.35		BREAK				
11.40-12.40	3					
12.40-13.50		LUNCH				
13.50-14.50	4			GAMES		
14.55-15.55	5					Fri 5
After school						

WEEK B		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Before school						
08.35		REGISTRATION				
8.40-9.05		PASTORAL SLOT				
09.10-10.10	1					
10.15-11.15	2					
11.15-11.35		BREAK				
11.40-12.40	3					
12.40-13.50		LUNCH				
13.50-14.50	4			GAMES		
14.55-15.55	5					Fri 5
After school						

REGISTRATION

PUNCTUALITY

You must make every effort to arrive on time to school in the mornings. If you arrive at school after 08.35 and miss morning registration for any reason, you must go straight to the Head's reception to be signed in. Arrivals there before 09.00 will be recorded as being present (but late) for school, while arrivals after 09.00 are recorded as unauthorised absences. If you rely on public transport to get to school, please allow plenty of time for delays and cancellations to arrive at school in time for registration. It is your responsibility to plan your daily journey, and often the solution to being late to school is to get up earlier in the mornings and catch an earlier train/bus, or to set out 15 minutes earlier by car. Arriving early in school (e.g. around 08.00) can be beneficial as you can get some work done or relax in the sixth form centre and have a calm start to your day.



Please show respect and care for other passengers on public transport and school buses. We expect you to monitor younger pupils using the same transport, for their behaviour and safety.

If you are in school but will miss morning registration (e.g. for a music lesson), then you should sign in beforehand with Mr Chu/ your head of year, or at the Head's reception.

HOUSE	TUTOR GROUP	TUTOR	ROOM
ACLAND	L6A	Mrs Metcalf (JHM)	B3
	U6A	Mrs Tamblyn (FJT)	C2
CROSSING	L6C	Mr Mackintosh (SKM)	92
	U6C	Mr Latimer (MFL)	33
DOWRICH	L6D	Dr Bell	36
	U6D	Mrs Brownsey (CB) & Dr Keane (ELK)	A2
GOFF	L6G	Mr O'Rooke (CLO)	6
	U6G	Mr Munday (SGM)	9
WALKER	L6W	Mr Gooddy (JFMG)	91
	U6W	Mr Worthy (MDW)	76



Lateness to school is regularly monitored. If a pattern develops, sanctions may be imposed (such as early-morning reporting) and your parents may be contacted. Your punctuality and attendance record will be taken into consideration if you apply to be a prefect.

REGISTERING FOR SENIOR GAMES

On Wednesdays, afternoon registration for senior games takes place between 13.45 and 13.50pm at your designated games option. If you cannot take part in games for medical reasons, your parents should email registration@exeterschool.org.uk and your head of year in advance to inform the school. Even if you are off games, you should still report to the member of staff in charge of your games activity to be registered. They may ask you to assist with the activity; otherwise, you should work in the sixth form study room. If you are late to games and miss the register, you need to go to the Head's reception first to be

registered, before (re-)joining your activity.

ABSENCES

If you are ill, unable to come to school for other reasons, or know that you will arrive late, your parents should inform the Head's reception in advance by phone (01392 307080) or by email registration@exeterschool.org.uk, at the latest by 09.30 on the morning of absence. After this time, the school will try to contact

parents if a pupil is absent without explanation. Absences for ongoing illnesses should be reported/updated each day by parents.

If an absence is anticipated beforehand (e.g. medical appointments, university interviews, open days, driving tests, compassionate leave) parents should email Mr Chu/your head of year in advance. Leave is usually granted if deemed to be of sufficient

importance to miss normal lessons and school commitments. Authorised absences for university open days are normally limited to three separate occasions during sixth form, so you should arrange to attend open days at weekends, in the school holidays, or virtual events. You should minimise the impact of your time away by informing individual subject teachers affected and catching up all work missed. If you have a prefect duty or other school commitment, it is your responsibility to arrange a swap or inform staff as necessary.

If you have permission to leave the school during the day for any of the reasons above, you must sign out at the Head's reception and then sign back in if you are returning that same day. There is no need to do this if you are simply going to the local shops, as permitted during break, lunch and free periods.

GOING OFF SITE

At break and lunchtimes, and also when you have a 'free' period (i.e. when you do not have a lesson, private study period or any other school commitment), you are allowed to leave the school site (e.g. for a short walk or to visit the local shops). However, this does not apply before 11.00, as the morning should be a very productive part of your day. There is no need to sign out for this, but you need to be back in time for your next school commitment.

When off site, your welfare remains our primary concern and therefore all relevant

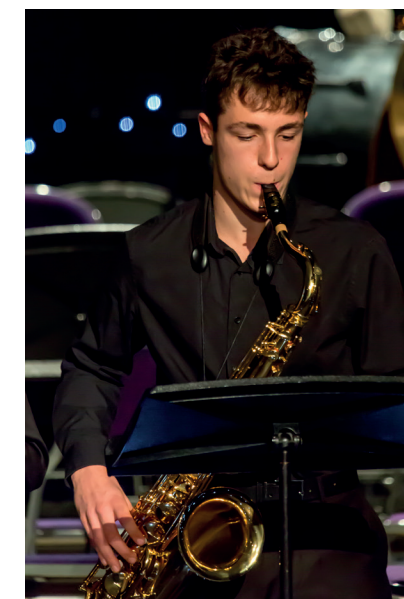


school rules still apply (e.g. you are expected to dress in the same smart way as when on site, you may not smoke/vape, purchase or consume alcohol, visit any licenced premises, return home or visit another pupil's home without permission). Kindly note that we do not allow energy drinks to be consumed at school. Please remember that you represent Exeter School at all times and that we have very positive relations with the local community, which we wish to maintain. You are expected to use pedestrian crossings correctly and with due care, and to be particularly considerate when walking along pavements; make way for other members of the public and do not force other users to step into the road.

MISSING LESSONS OR SCHOOL ACTIVITIES

The normal sanction for missing any lesson (including language assistant lessons) or directed activity (e.g. assemblies, tutor activities,

Futures, Chapel, games, Friday 5) without a valid reason is a Wednesday (or perhaps a Saturday) detention. Your record of attending school, lessons and directed school activities will be taken into consideration if you apply to be a prefect.





Importantly, we are all responsible for helping to create a friendly, inclusive and inviting atmosphere for everyone. While it is natural for friends to gather and sit together (perhaps in the same typical areas), you are expected to always keep your social groups 'open' to others and to newcomers. No-one should be made to feel unwelcome, excluded or isolated in any area of the sixth form centre. Please be kind and friendly with everyone, even if you might feel you are right, it doesn't cost anything to be nice!

The sixth form centre provides modern and comfortable facilities where you can relax, chat and study. The centre is supervised by the sixth form team and prefects, but everyone is responsible for looking after it. Please tidy and clean up after yourselves, put all litter in bins, put chairs back around tables, tidy away games, report any spillages or breakages and keep shoes off seats and coffee tables.

THE SIXTH



At the heart of the sixth form centre is a spacious common room with comfortable seating and a café area. This is a versatile space and can also be used for presentations, talks and social events.

There is a study room for silent, individual work only; if you would like to work with others, please instead use the collaboration room next door (if it is free) or find a quiet

space in the common room. In the study room you will also find two PCs and a printer. No food or drink is allowed in the study room or collaboration room, other than water bottles or closed hot drinks. Please push chairs back under desks after use. The collaboration room can sometimes be needed for one-to-one sessions (e.g. language assistant lessons), or you can book it for meetings (e.g. Young Enterprise,



societies, etc.) using the booking sheet next to the door.

The quiet room is for quiet and calm relaxation, for individuals or small groups only. Again, no food or drink is allowed, except for water bottles and closed hot drinks. This room should not be used for general socialising but should generally be kept free and available for those who need it most.

FORM CENTRE





please do not tear out or remove the pull-out, as it is for everyone.

The sixth form café is open 10.00-14.00, serving a range of refreshments, snacks and light meals. At all times, hot and cold drinks, and snacks are also available from the vending machines in the common room (please report any issues) and you also have use of a separate kitchen area with boiling water, fridges, microwaves, panini presses, and a sink for washing up; this space operates on a self-clean basis. You should bring your own mug/reusable cup and any necessary cutlery to school as these are not provided (unless you take school lunch in the main hall). Water bottles can be filled here and at drinking fountains around the school.

The locker/changing room for sixth form girls is across the main entrance corridor; this is strictly out of bounds to everyone else. Locker numbers and combinations are provided at the start of the year. Additional changing space, including showers, are located nearby in 'The Wells'. The changing and locker room for sixth form boys is located next to the sports hall.

Small book lockers are available upon request; you are responsible for providing your own padlock if needed (we recommend combination locks to avoid the problem of lost keys).

Please do not use any area of the sixth form centre for changing. Loose books, folders and other belongings should not be left around overnight; please use your lockers or take everything home with you each day. Lost property (other than valuable items) is kept in the book locker room and will be disposed of periodically.

There is also a games room with pool table and table football. Please use this space considerably; look after the equipment and allow others to play after you if they are waiting or include them in your game!

The i newspaper is delivered to the common room daily, which you are strongly encouraged to read; subject journals and reviews are available in the library. Completing some of the daily games and puzzles can be a great activity with friends, but



OPENING TIMES

The sixth form centre normally opens at 07.45 daily (which is the same time that the pupil code is activated on external gates and when the site is accessible). Generally speaking, you need to vacate the sixth form centre at around 17.30 each day, but it is sometimes possible to study/stay on for longer (e.g. for an evening event).

SIXTH FORM NOTICES AND MESSAGES

The main notice board in the lobby outside the common room displays official school notices, details of prefect duties, CCF information, games and Friday 5 options, etc. There are also other notice boards in

the common room to advertise clubs, societies, lectures, fundraising events, health & wellbeing, careers events, etc. Please check notice boards regularly. Daily notices and updates are shown on the digital screens around the common room. Please check every morning when you arrive in school.

Many notices and messages are circulated via Teams, passed on by tutors, and/or emailed to individuals and groups of pupils. It is therefore important that you check your school emails and Teams each day during term time; this is most easily achieved by adding your school email ('Exchange') account and the Teams app to your phone.

You will also be asked for your phone number at the start of sixth form, for times when you might need to be urgently contacted by the school (e.g. missing from a public exam).

A sixth form 'shout' takes place at break on Tuesdays in the common room, when staff and pupils can give notices to the whole sixth form.



Information regarding individual subject options can be found in the sixth form courses booklet.

ACADEMIC LESSONS

Lessons in the sixth form tend to be much more discursive in nature, with more input from you resulting from your own reading, research, and interest. You are generally expected to make your own notes in lessons without prompting, to supplement any additional material that you are given.

SUPERVISED ('PRIVATE') STUDY PERIODS

Studying for A Levels/BTEC is very different to GCSEs; you are expected to take much more responsibility for your own study patterns, and you will have to work much more independently and for longer outside lesson times than in the past. You are expected to spend roughly three hours per subject per week on independent study outside actual lessons. Private study

periods are therefore essential for developing self-discipline and good working habits for higher education; you are encouraged to use this time wisely and without distracting yourself or others.

The upstairs area of the library is set aside for sixth form use and is supervised by Dr Bell, to provide an orderly and quiet environment for private study.

Your designated private study periods will be timetabled at the start of the year, and you will be registered for each session. Please let Dr Bell know if you are unable to attend an individual period (e.g. due to an instrumental/ language assistant lesson) or if you have a regular clash with another school commitment (e.g. lifeguarding shift).

Lower Sixth formers will be allocated one period each week from their timetable for private study (based on studying four subjects). Upper Sixth formers (studying three subjects) will be allocated three study periods. All other private study periods

must be taken in the library, as follows:

- Please go upstairs in the library and sign in at Dr Bell's desk
- You may only enter and exit the library through the main doors and staircase
- Dr Bell will send you an email if you are missing (but registered as being in school), copying in Mr Chu/your head of year. Regular absentees will receive sanctions, such as additional private study periods
- Do not move chairs around to face different ways, etc.
- Whether or not a member of staff is supervising, you must work silently, with consideration to other pupils working nearby. Speaking to others about work should be kept extremely brief and whispered
- You are NOT allowed to 'work together' or do collaborative tasks in private study
- Phones may only be used to set up music and then put away (headphones may be used at low volume). Phones should not be used for any other purpose, including messaging or 'work' of any kind
- All online/computer work may only be done on your personal school device (laptop, tablet) or a school PC in the library (i.e. not phones)



- No food (including chewing gum) or drink is permitted in the library, other than water bottles
- Please ensure that you always bring some work to do which is not computer dependent. The computers are available on a first-come, first-served basis
- You should always have your own laptop/device in school which connects to the school's wi-fi. However, if you need to use a PC and those upstairs are already in use, you may ask permission to use one downstairs
- If you do not have specific assignments, coursework, or revision to do, you should be

reading around your subjects to widen your knowledge. The library has a selection of academic journals for A Level/ BTEC study and a catalogue of relevant books, including reference copies of most textbooks. You could also read the newspaper, which is important for your general knowledge and grasp of current affairs and is particularly beneficial if you are studying economics, politics, business, or geography. If you are also doing an EPQ, you will receive guidance on how make the best use of research materials in the library and online, but please ask for help if you are unsure.

You are, of course, very welcome to use the library at other times, including free periods and after school.

NON-SUPERVISED ('FREE') PERIODS

In the sixth form, you will be given responsibility for some of your non-supervised study time,

STUDYING IN THE SIXTH FORM



more familiarly known as 'free' periods. We would strongly recommend that you use this time to get on with your own work in the sixth form centre or in the library. As well as the two PCs in the sixth form study room, additional computers are often available in the Wolfson suite and may be used with the permission of the relevant staff. You may also use the sports centre gym or cardio room in designated periods; for safety reasons you must sign in at the reception desk, have someone else in there with you, and have changed into sportswear (including the correct footwear). As a sixth form privilege, from 11.00 onwards you are also allowed to go off site during your free periods; there is no need to sign out or back in for this purpose.

Our expectation is that you will learn to organise and prioritise how you use your own time in a mature, sensible and efficient way. Once again, you are expected to spend roughly three hours per subject per week on independent study outside actual lessons.

INTERNAL EXAMINATIONS

Throughout the sixth form you will be required to prepare for internal tests and assessments. In the Lower Sixth there are mid-year assessments in Jan/Feb and end-of-year exams in May/June. Thorough revision for them is vital and your performance will help you decide which courses to continue with into Upper Sixth. Trial exams take place in Feb/March of the Upper Sixth.

SIXTH FORM PSHE

The PHSE and RSE programme for sixth form is covered through a variety of speakers in year group assemblies, Chapel, and tutor activities. Some content may be covered during Futures sessions where appropriate (see below).

THE FUTURES PROGRAMME

Alongside our core academic provision, Exeter School offers a high-quality and wide-ranging programme of opportunities to help prepare you for your life beyond sixth form. In addition to A Levels/BTEC, there are important skills that you need to

develop to help you to achieve your desired short and longer-term ambitions. The Futures programme focuses on developing three key strands essential for future success: employability, careers, and post-18 options. This takes the format of talks, optional workshops, and other activities, which take place in dedicated timetabled slots.

As part of the Futures programme, there are also landmark events throughout the Lower Sixth, including the Careers Convention, the Higher Education Forum, and the Futures Conference. Additionally, following the end of year examinations in the summer term, alongside starting the second year of your A Level/BTEC academic studies, you will all take part in 'Futures Week'. This is a series of fun, active, and productive sessions including team-building, online learning, and group activities.

EPQ

As part of the Futures programme, you can also choose to work towards the Extended Project Qualification (EPQ). This is a four-term course based on independent study and tutorials, where you are required to plan, research, write, and present a 5,000-word dissertation on an academic topic and question of your choice.

EMPLOYABILITY

This strand of the Futures programme focuses on the development of the appropriate skills and awareness in preparation for whichever path you may wish to take in the future. This consists of workshops such as creating a

strong CV, developing interview or presentation skills, and the Interview Scheme in Upper Sixth.

CAREERS

This element focuses on developing your understanding of the nature of the labour market and of the different career options open to you. It includes opportunities to receive specialist careers advice from those already working in your desired field; e.g. our highly successful specialist advice for clinical applicants (medicine, veterinary, dentistry).

POST-18 OPTIONS

As part of this strand, you will receive guidance on course and university choices and develop your understanding of the UCAS application process. This includes guidance for pupils who wish to apply for very competitive courses and/or highly selective universities, support for pupils looking to apply for degree apprenticeships, and advice for those planning a gap year or looking to enter directly into the world of work.

GAMES

Each sixth former participates in games on Wednesday afternoons. At the start of each term you are asked to nominate three choices, in order of preference; you should be allocated to either your first or second choice. Exeter School sports kit must be worn. The following options are available:

REGISTERING FOR SENIOR GAMES

Games is compulsory and registers are taken to check

TERM	MAIN ACTIVITY	ALTERNATIVES CAN INCLUDE:
AUTUMN	RUGBY (FOR BOYS) HOCKEY (FOR GIRLS)	Football, cardio room, squash, body conditioning, badminton, table tennis, swimming, golf, climbing, park run
SPRING	HOCKEY (FOR BOYS) NETBALL (FOR GIRLS)	Football, rugby sevens, cardio room, squash, body conditioning, park run, badminton, table tennis, swimming, golf, climbing
SUMMER	CRICKET (BOYS AND GIRLS)	Tennis, athletics, rounders, swimming, golf, football, fitness

attendance. If for some other reason (than absence from school) you are unable to participate, your parents should inform the school in advance by emailing registration@exeterschool.org.uk. You should still report to your games option at the start of the session to register, then either remain to assist during the activity or go to sixth form centre to study. Whether or not you are taking part in the games session, if you miss the register at the start of the session, you must report to the Head's reception to be registered before (re-)joining your activity. If not, you will be recorded as having missed games and your absence will be followed up. The normal sanction for non-attendance at games is a Wednesday (or perhaps a Saturday) detention.

'FRIDAY 5' ACTIVITIES

All sixth formers also undertake a service activity on Fridays during period 5, normally until 16.30.

The following options are available, and the expectation is that in choosing your activity at

the start of Lower Sixth, you are making a commitment for both years:

- Combined Cadet Force (CCF) – Army, Navy or Royal Air Force (RAF) section
- Duke of Edinburgh's Award
- Community service
- *The Exonian* (school magazine)
- Music – 'SWUNK' (by invitation)
- Gold Arts Award (art or drama)
- Sport Leaders programme

Please be aware that some activities may require going off site and return times will vary during the year. It is also sometimes necessary/ appropriate to fulfil your Friday 5 commitment (e.g. community service) at other times during the week when you are free, where arrangements in the dedicated Friday slot are impractical.

A full list of school rules can be found in the pupil and parent portals each year. These rules must be observed by all pupils to promote the general harmony of the school community.

Other specific regulations are published in separate notices. It is essential that all members of the community – especially those in sixth form – both at school and away from it, should always act responsibly and with consideration for others. There are some important rules that you need to be aware of from the outset, e.g. regarding bullying, discriminatory behaviour, sexual activity, use or possession of tobacco or nicotine products, alcohol, or drugs. These should already be familiar and obvious to you (even if you are new to Exeter School); breaking any of these rules may well jeopardise your place at Exeter School.

More generally, we expect you to always conduct yourselves well and appropriately, using common sense and showing respect and kindness to others. Being in the sixth form brings certain privileges and rightly so, but with that also comes increased responsibility. Given your seniority at the top of the school and your positive choice to be here, you are ALL expected to be role models and leaders.

We ask all sixth formers to set a good example in being actively kind to all other pupils, particularly those lower down in the school and new joiners in the sixth form. This means

going out of your way to do and say things that help someone else and that show consideration. This is very different to simply minding your own business and doing nothing.

All sixth formers must accept that they have a collective responsibility to call out or report any manner of bullying, discriminatory, or offensive behaviour at any time; not doing so will be regarded as condoning such actions.

In return for all the above, you can of course expect at least the same from all members of staff at Exeter School, and you can count on our full support and guidance.

DIGITAL DEVICES & ICT ACCEPTABLE USE POLICY

To assist with your studies and engage effectively with all lessons and relevant activities, we operate a 'bring your own device' scheme in the sixth form. You are expected to bring with you to school, every day, a personal laptop or tablet with a minimum screen size of 10". A phone is not a substitute for this requirement of a personal digital device. You may also wish to bring over-ear noise-cancelling headphones, to help you focus on your work in the study room or the library. You are expected to check your school emails and Teams daily and as such we ask that your school email account and Teams are also enabled on your phone, for ease of access. All pupils are required to follow the school's ICT Acceptable Use Policy. This is available on the portal and has been

written by the Digital Forum, made up of staff and pupils from across the school.

MOBILE PHONE POLICY

The school's policy means that younger pupils who choose to bring phones to school must secure these in their book lockers during the day. In the sixth form, a considerable privilege is that you may keep your phones with you and are allowed to use them, but only fully inside the sixth form centre, and in a few other permitted spaces and circumstances. If you use or consult your phone anywhere else around the school, it will be taken from you by a member of staff, and the normal sanctions will apply.

SIXTH FORM DRIVING POLICY

The school recognises that parents of sixth form pupils, particularly those living in rural areas, may find it convenient for their child to be able to drive themselves to and from school once they have passed their driving test.

However, no on-site parking is available for pupils and the area around the school is a controlled parking zone. Driving to and from school also poses potential risks and so the following expectations apply. The school cannot accept any responsibility connected with pupils driving their vehicles.

- 1. Pupils are not allowed to park any vehicles within the school grounds,** including for evening or weekend commitments
- 2. There is no free parking available in the vicinity of the school during the**



working week. Pay and display parking in the streets around the school is controlled 09.30-15.30 Monday-Friday

- 3. After 15.30 Monday-Friday and at weekends, parking is free** in pay and display bays; parking is also permitted on single yellow lines outside the times shown on the kerbside plates
- Sixth formers must never park across residential driveways or on private property without the express permission of the homeowner. Any complaints made to the school will be passed on to the police, along with registration numbers
- Vehicles should be used only as a means of travel to and from school. For safety reasons, we strongly discourage pupils using vehicles at other times (e.g. lunchtime and free periods) due to the additional risk involved (likely additional passengers, time-constraints, etc.)
- Pupils may only drive themselves to and from away sports fixtures or any other school activities/events with

- the prior agreement of the relevant member of staff
7. Drivers should not give lifts to other pupils to and from school or any other school-related fixtures/activities/ events unless the vehicle is fully insured for passenger liability when driven by a person under 21, and the lift is given with the explicit consent of the parent(s) of the passenger(s)
8. The school cannot monitor nor regulate any of the matters outlined above, and responsibility lies with drivers, passengers and their parents



These expectations are designed to allow sixth formers reasonable freedom to express themselves, whilst ensuring they are smartly dressed for a professional, working environment. Wearing smart business dress is something that sets us apart from other post-16 settings in the area. We consider this to be a positive point of difference for the young adults in our sixth form, and one that is entirely in keeping with the character education, ethos, and standing of Exeter School. It is hoped that all sixth formers will take pride in always looking smart and presentable.

1. A business-like suit (or smart trousers and blazer combination), with formal shirt and tie, OR
2. A business-like skirt, trouser or dress suit (or smart skirt/trousers/dress and tailored jacket combination), with formal collared shirt or blouse, or smart woollen top
3. Skirts/dresses that are formal and smart for a professional workplace in terms of fabric, fit and length; they should hang freely and finish closer to the knee than the hip
4. Formal, tailored jackets always worn around school (not just carried)
5. Smart, formal shoes, with sensible soles/heels for school. No trainers or canvas shoes (even if black/leather) or Ugg-styles. Smart, formal boots; no ankle or mid-calf lace-ups

6. Dresses/blouses/tops with formal neckline and that fully cover the midriff; no thin/spaghetti straps, cami-vests, crop-tops, etc.
7. Plain/lightly patterned woollen pullovers worn over a shirt, blouse or dress. These must be smart in appearance and fit comfortably under a formal jacket, without noticeably hanging below
8. No denim, clothing with large logos/slogans or bold patterns, sweatshirts, fleeces, baggy/chunky-knit jumpers or hoodies (including leavers/trip hoodies)
9. Jewellery that is discreet and not ostentatious; earrings should be small
10. No nose piercings; no body-piercing jewellery to be worn visibly, or beneath clothing. No tattoos
11. Smart, neatly styled hair; may be worn down (but must be off the face). Not shaven or extremely short, eccentrically styled or noticeably dyed. Not with significantly different lengths and no mullets. Facial hair that is well established and well groomed
12. Overcoats/waterproofs may be worn around the campus but not in lessons, chapel, assemblies, lunch, etc. Worn as well as, not instead of, smart jackets
13. No headphones or earphones worn around school, including around the neck
14. The sixth form games kit list is provided at the start of the year
15. CCF kit may be worn, correctly, to and from

school if travelling by car, school bus, or on foot. It may not be worn on public transport, in public spaces or when visiting shops

We appreciate that some of the expectations above may be open to interpretation and therefore the school's view and decision will always be final. The expectations of dress do not discriminate on grounds of religion or ethnicity; individual requests will be considered on this basis and allowances made as appropriate. If in doubt,

parents and pupils should always ask before purchasing new shoes or items of clothing specifically for sixth form, as any wasted expenditure cannot be taken into consideration. Pupils who do not reach our required expectations of dress can expect to be advised by any members of staff, in particular tutors, heads of year/section, and the senior leadership team. Pupils persistently failing to dress within our expectations will be referred to the Head for appropriate further sanctions.



SIXTH FORM DRESS



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