

# A Level Joining Instructions 2023



## Welcome to the A Level Programme

This letter contains all the information you need to know prior to starting with us for the 2023-24 academic year. Please make sure you are also logging on to our 'Prepared Team' where you can ask any questions.

### 1. Pre-enrolment:

- A link will be sent on the Prepared Team over the summer for you to indicate your Academy preferences. Please complete this.
- On Wednesday 23<sup>rd</sup> August at 19:00 there will be a Live Event on the AS 'Prepared Team' to explain what to expect in the coming weeks. This will explain the enrolment and induction process for you and allow us to wish you luck for GCSE results day.

### 2. Enrolment

Enrolment for AS students takes place on Friday 25<sup>th</sup> August and Tuesday 29<sup>th</sup> August. **Please see below for your time slot based on surname.**

#### When you come in to enrol:

- **Please bring your GCSE results slip – we cannot enrol you without this. If you have this electronically please make sure you bring in the results email.**
- **Be prepared to have your photograph taken for your college ID card**
- **You will be asked to sign a number of documents**
- **You may be asked to sit entry assessments (GCSE level) for Maths and/or Science subjects**
- **Please make sure you bring a parent or guardian email address with you.**

You should arrive at the Sixth Form building (A Block) at the time allocated according to the first letter of your surname below.

Friday 25 <sup>th</sup> August	
Surname begins with	Enrolment slot
A-B	09:30
C-D	10:30
E-G	11:30
H-J	12:30
K	14:30

Tuesday 29 <sup>th</sup> August	
Surname begins with	Enrolment slot
M-N	09:30
O-P	10:30
Q-S	11:30
T - U	12:30
V-Z	14:30

### 3. Induction: You will next need to be in college for AS Induction.

We will be inducting new learners in two batches on either the 4<sup>th</sup> and 5<sup>th</sup> of September or the 6<sup>th</sup> and 7<sup>th</sup> of September. You will be advised on enrolment of which of these two days to be in college for.

Each day begins at 09:00 and finishes at 16:00. You must attend both of the days of induction.

During induction you will:

- Meet your tutor and tutor group
- Get a full digital induction on our systems and learn about the different services available in college
- Learn about our study expectations and receive your timetable

### 4. Teaching: Teaching begins on the 13<sup>th</sup> September.

If you have any questions, for example, how to log-on to our 'Prepared Team' please do not hesitate to contact our Sixth Form administrator [sixth@sgscol.ac.uk](mailto:sixth@sgscol.ac.uk)

We look forward to welcoming you to the A Level Programme at SGS Sixth.

Gary Parsons & Becky Riddell

**Heads of Sixth Form**