**Year 12 Guidance on completion of work**

J.R.R. Tolkien – The Fellowship of The Ring

*“I wish it need not have happened in my time,” said Frodo. “So do I,” said Gandalf, “and so do all who live to see such times. But that is not for them to decide. All we have to decide is what to do with the time that is given us.”*

**Dear Year 12**

We are in uncharted territory and your normal routines have been comprehensively disrupted. This will have produced a wide range of emotions and responses and, as your teachers, **we understand and share your feelings**.

However, the reality of the situation is that you, Year 12, now have to **rise to the challenge of showing the courage to continue your A-level courses**. This will require **100% commitment** on your part. Whilst Year 13’s exams have been cancelled, yours have most certainly not and, next summer, **you will be examined on your whole course**, including those elements delivered remotely over the coming weeks. So, in order to **flourish**, you need to engage. **Well done** to the many of you who have quickly established new routines.

Here are our expectations of you:

* As far as possible stick to your **normal school timetable**. This will ensure you allocate a suitable amount of time to each subject. Access the work via student share, or Microsoft Teams if directed.
* Ensure you check your school emails daily, Monday – Friday.
* Complete work on time and meet deadlines.Any work being submitted must be done so electronically. Under NO circumstances should you be coming to the school site to drop work off or collect it, or for any other reason.
* If your teacher is delivering a live lesson via Teams then do your absolute best to attend. This is not an expectation of teachers, many of your teachers are going above and beyond in providing this learning experience. If, for some reason, you cannot join in then let your teacher know, this is **respect**ful. Any Teams lessons are in addition to the independent learning tasks being set, which must be completed.
* There will not be a formal series of Year 12 exams this year. However, your teachers are likely to set you exam papers as part of your remote learning. Teachers will be prioritising feedback for Year 12 over other years.
* You are entitled to a **rest**! Take weekends and the Easter holidays to relax and switch off from study (you can only do this if you are **up to date with your work!**)
* If, over time, your teachers become worried about your lack of communication or engagement then myself and Ms Ledwidge will be alerted. Our first response will be to check on your **wellbeing**, but if it is a simple case of failure to engage then we cannot ignore that and potential consequences will be communicated. Clearly, the most obvious consequence is that **if you don’t complete your work and learn your course, then you will not fulfil your potential next summer**. When you return to school there will be a thorough checking of work and evaluation of where you are at with your course.
* If, at any time, you cannot complete work because of personal circumstances please **communicate** that to us. Contact your teacher, tutor, Ms Ledwidge or myself.

A thought from Seamus Heaney

*“Hope is not optimism, which expects things to turn out well, but something rooted in the conviction that there is good worth working for.”*