



Wednesday 8<sup>th</sup> May 2019

Dear Parent(s)/Guardian(s),

### **Toot Hill College Year 12 to Year 13 Progression Policy 2019**

We are writing to detail the Toot Hill College Year 12 to Year 13 Progression Policy, which was recently shared with students during their Monday mentor period in College.

This letter aims to include the main points, so that you are also clear on the process by which students re-enrol into Year 13 for the next academic year, following their results in either:

- For A-Level courses, the Summer Term formal internal Year 12 assessment fortnight (Monday 17<sup>th</sup> – 28<sup>th</sup> June 2019).
- For vocational courses, the external Year 12 formal examinations sat in January/June.

Students will be able to re-enrol automatically into Year 13 if:

- They achieve above, on, or one below their THT (Toot Hill Target) Grade in an A Level course. *Please note that if students achieve two below their THT they will also be able to re-enrol online but will need to agree first to a formal intervention plan for Year 13, which will be reviewed at 13.1*
- They pass all coursework and exam units in a vocational course.

When the intervention plan is reviewed at 13.1, the following factors will be considered: Attitude to learning, homework, CAL, attendance to lessons and attendance to extended study. A decision will then be made as to whether a student can continue in Year 13 or not.

Alternatively, students will need to organise a compulsory meeting with a member of the College Team to discuss a range of different options available to them going forward if:

- They achieve three or more grades below their THT in **one or more** A Level course.
- They fail a coursework unit or an exam unit in a vocational course.

More information can be found on the college website, where you will find the full re-enrolment policy. Alternatively, if these still do not answer any questions you may have, please do not hesitate to contact the College on 01949 863072 or [college.admin@toothillschool.co.uk](mailto:college.admin@toothillschool.co.uk)

Yours faithfully,

*Philippa Coates*

Ms. Philippa Coates  
Head of College

*Adam Elliott*

Mr. Adam Elliott  
Year 12 Achievement Director