



Sponne School

A Music & Science Academy

Dream Believe Achieve

May 2023

Dear parents/carers,

We hope you are all well. Exam season has started and we are wishing all of the students the best of luck for their exams. They have worked so hard and deserve every success!

InVentry - Signing In and Out

All students have been issued with a school lanyard and ID badge; these should be worn visibly at all times and form part of our dress code. It is a legal requirement that we know who is in the school building at all times. Students must make sure that they sign in and out each time they leave the building throughout the day. ID badges enable students to register attendance on the school site and are used in the event of an emergency within school. It is therefore essential that students have their badges at all times and tab in/out of the school site correctly. Mrs Underwood is following up when students are not signing in consistently.

Students must report lost, damaged or stolen ID badges to the Sixth Form office as soon as possible. Replacement lanyard and ID badges will incur a charge of £5:00.

Attendance and Punctuality

We take attendance seriously and regular attendance at school is vital, without it the learning process becomes fragmented and students fail to make progress. Irregular attendance leads to pupils missing important lessons and therefore fulfilling their true potential. Students with good attendance and better (96%+) on average achieve a grade higher than those without. In accordance with this, students are expected to attend every scheduled school lesson unless the absence is for medical reasons or a pre-agreed visit.

The school day starts at 8:30am and ends at 3:05pm. Year 12 students remain on site for the whole day (except for break and lunch) and are required to study independently when not in timetable or structured study lessons. Students need to book time off, this must be pre-arranged and complete the [Advanced Notice of Absence form](#). In addition, if students are unable to attend school due to illness a parent/carer should call the Sixth Form Office 01327 350 284 x 119 prior to 8:30 am each day of their absence.

Dress code

Students should be adhering to our Sixth Form code, a copy of which can be found [here](#). Due to the warm weather, we have made the additional allowance of plain t-shirts (no patterns or logos of any kind).

Year 12

A reminder of the following dates next term:

26th June - 8th July - Year 12 mock exams. Students should be well into the process of revision and using their study and structured study periods wisely. Their Structured Study Skills programme from September, plus other tips for revision, are available on the Year 12 Google Classroom. All students should have now received their timetables for the exams.

Headteacher: Iain Massey
Sponne School, Brackley Road,
Towcester, Northants, NN12 6DJ

E: info@sponne.org.uk
T: 01327 350284
www.sponne.org.uk



12th July - Year 12 Games Day - organised by the Year 12s

13th July - Business Networking morning

14th July - Post-18 Day

17th-Friday 21st July - work experience. There are a lot of ideas on our internal database, which students have access to in their Year 12 Google Classroom. Also, here is a reminder of the [slides](#) that were shared with the students in December, so that you can support this process at home. Students who do not get a work experience placement for this week (or another holiday time) will be in school for the week.

Year 13

A reminder that there is **no study leave for the exams** and students should be attending their timetabled lessons until they have sat the exam in each subject.

Kind regards,

Miss K Whitmore
Head of Sixth Form