

Excellence, Aspiration & Care

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4th September 2026

Dear Parent/Carer(s)

We are delighted to welcome you and your child to Ashmole Academy Sixth Form. To help ensure a smooth transition and a successful year ahead, we have outlined a few key pieces of information:

- **Every day starts at 8:40am.** Students spend the first 25 minutes of every day with their Personal Tutor, a vital chance for students to set themselves up for the day, discuss important topics and receive essential guidance.
- **Independence is key!** Students have Study Periods on their timetables where they are expected to work independently on tasks set by their teachers. This takes place in the Sixth Form centre, under supervision and students are registered as they are for lessons. Making good use of this time is key to Sixth Form success as it breeds subject expertise and skills to make them successful in the future.
- **Teachers set Prep and Consolidation tasks via Google Classroom.** Prompt your child to get into a habit of checking this daily and organising how and when they will complete the tasks. Knowledge/skills from the tasks are embedded in future lessons so completing the tasks is important for getting the most out of their Sixth Form experience.
- **We are a cashless school.** Please make sure your ParentPay account is set up for any necessary purchases. Full details and instructions are available on our school [website here](#).
- **Please report an absence as soon as you know your child will not be in school.** If your child is unwell or unable to attend, please ensure you report their absence via the MCAS (MyChildAtSchool) app. For parents who are new to Ashmole or yet to download the app, full details and instructions are available on our school [website here](#).
- **Ongoing Partnership.** While Sixth Form is a time for students to gain independence, your involvement is as important as ever. The jump to A-Levels is an exciting but challenging academic transition. Open communication between the school, the student and home is vital to their success, so please never hesitate to reach out if you have any concerns or questions.

We are looking forward to working in partnership with you and supporting your child every step of the way.

Yours faithfully



Mr M Littleford
Assistant Head Teacher