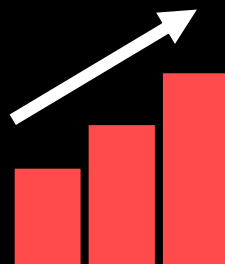




JOHN F KENNEDY
CATHOLIC SCHOOL
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Sixth Form Handbook

**Highest Performing Catholic School In
Hertfordshire**



Progress score



**Outperformed 75% of
schools in
Hertfordshire**



**72% A* - C in 2024
21% A* - A in 2024**

Headteacher's Welcome

Dear Students

I am delighted to welcome you to the JFK Sixth Form. Whether this is a continuation of your time at JFK or you are joining the school for the first time, this represents an exciting new chapter in your secondary school education. Our aim during the next two years is to give you the very best preparation for what lies beyond in the next stage of your adult career. This includes helping you to achieve the best qualifications possible but involves so much more.

With more unstructured time during the school day than you have been used to, there are lots of opportunities to involve yourself in the wider life of the school. In particular, the Sixth Form offers you the chance to develop your leadership skills in a variety of different ways. This fits naturally with the position you are in as a role model for the younger students at JFK. They will be looking up to you and will learn from you by the way you conduct yourselves and the way you live out the ethos of our school.

If you take advantage of everything the JFK Sixth Form has to offer, this will be the busiest, most challenging and exhausting time of your school career; but it will also be the most rewarding time. So, let's not waste any time – let's get to it!

With very best wishes



Mr Neves

“

There is always support available; personally, I feel as though I have developed a great rapport with my teachers which has helped me throughout my sixth form journey ”

Emma Kandiah – JFK Sixth Form Alumni



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Mr Joyce and Mr Wainman

Director and Assistant Director of Sixth Form

*'It is this recipe of striving for **academic excellence**, belonging to a **strong community** and provision of **enriching activities** that makes our Sixth Form such an exciting place in which to work and learn.'*

My role as Director of Sixth Form is to ensure that I provide you with the opportunity to excel in all aspects of school life at John F Kennedy Sixth Form. This could be in the form of a leadership role or through your academic studies. The sentence outlined above epitomises our vision within the Sixth Form. Alongside this we instill our mission statement of 'Inspire, Achieve, Serve'. I want you to be role models within the school through inspiring yourself and your peers. Striving to achieve the best in all the objectives and targets you set. Finally to serve within our catholic ethos and community. Community is a word that underpins our Sixth Form and the rest of the school. This is something we pride ourselves on and I know each and every one of you will be integral to strengthening our community.

At JFK Sixth Form we have a number of incredible opportunities for our students, alongside this I want to provide the support of developing the core values we instill. The most important component within this is you. Our students within the Sixth Form are willing to take risks, learn new skills and further enhance their knowledge and understanding. Our holistic approach will ultimately provide you with finding an ambitious future career path, with an equally ambitious Sixth Form. I look forward to welcoming you within our Sixth Form.

Mr J Joyce
Director of Sixth Form



As your Assistant Director of Sixth Form, I am delighted to welcome you to our vibrant academic community. At JFK Sixth Form, we encourage every student to aim for 'Scholarship' in their new post-16 subjects that they have chosen. We strive to foster strong student academic culture at our school, by providing students with many learning opportunities and experiences. Our commitment to academic excellence has led to many students aspiring for the most competitive universities and apprenticeship programmes and we hope this long may continue.

At JFK Sixth Form, we foster a culture of independence, with students having access to dedicated Sixth Form study facilities, such as the library, bridge study area and Jack's Cafe. Our ethos is rooted in our Catholic values, promoting an inclusive community where students strive for excellence, responsibility, accountability, self-reflection, and resilience. Whether you aspire to study at university, enrol on an apprenticeship programme, or enter the workplace, JFK Sixth Form is dedicated to supporting your unique journey towards success.

Mr J Wainman
Assistant Director of Sixth Form



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Introducing the Sixth Form Team



Mr Joyce
Director of Sixth Form

Sixth Form Strategy
Safeguarding
Pastoral
UCAS



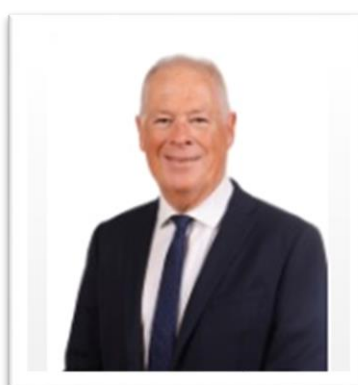
Mr Wainman
Assistant Director of Sixth Form

Academic Culture
EPQ Coordinator
Supercurricular
Oxbridge
Student Enrichment



Mrs Whittaker
Sixth Form Achievement Assistant

Sixth Form Admin
Pastoral
Communications



Mr Neves
Headteacher

Sixth Form Strategy



Librarian

Directed Study Manager



Mrs Jenkins
Careers Lead

Careers
Post-18 options
Work experience



Student Leadership Team



Nathalie Morgan
Student Leader
Year 13

Hi, my name is Nathalie and I'm both honoured and excited to be taking on the role of Achieve in the Senior Student Leadership Team. Over my time in the team I aim to support students with their academics, managing school life and making the most of their JFK journey. I want to encourage and support students across all year groups, helping them to reach their potential, stay motivated and ultimately feel proud of their progress both in and outside the classroom.



Ashlee Garnham
Student Leader
Year 13

Hi, my names Ashlee and I feel privileged to be taking on the role of Serve Ethos for the following year as a new member of the Senior Student Leadership Team. Within my duty of Serve ethos, it requires recognising how each student can represent the school and actively participate to be a proud member of the JFK community. My aim is to ensure every student recognises their talents in order to make the most of school life. I am excited for the coming academic year and make my promise to be a student voice to be representative for all member at the school.



Miriam Standen
Student Leader
Year 13

Hi! My name is Miriam and I'm so excited to be this year's SSLT. Throughout my time at JFK this has been my aspiration and I hope that I can be here to support and guide you through your transition and new journey here at JFK sixth-form. I'll also be working closely with our local charities and I'd be thrilled if you'd like to help out. I'm so excited about my new role and I'll see you all soon!



Jakub Buda
Student Leader
Year 13

Hello , my name is Jakub and I am thrilled to be able to take on the role of the Inspire SSLT here at JFK. As the Inspire SSLT, I will be working closely with our Parish St Marks in aiding our younger years to achieve their full potential as not just good catholics , but people. I believe spiritual and mental growth journeys are intrinsic to becoming the best versions of yourselves , and I want to do everything in my power to ensure everyone completes these journeys.



Sixth Form Timetable

Academic Day

Morning Registration	8.50-9.10
Period 1	9.10-10.10
Period 2	10.10-11.10
Morning Break	11.10-11.35
Period 3	11.35-12.35
Period 4	12.35-13.35
Lunch	13.35-14.30
Period 5	14.30-15.30

All Sixth Form students are expected to attend registration/briefing at 8:50 in the morning with their Form Tutor or the Sixth Form Team.

During lunch time, students are allowed to leave the school site, but must return to school for Period 5.

Due to less contact time in Sixth Form, students will have some private study time, where they must be using the study areas productively to complete any home learning or Supercurricular activities.

Form Tutor Time

Monday	Tuesday	Wednesday	Thursday	Friday
<i>Organisation</i>	<i>Self-Appraisal / Briefing</i>	<i>Futures</i>	<i>Assembly</i>	<i>Current Affairs</i>
Students are to organise and prepare for: <ul style="list-style-type: none"> Lessons Study Periods Directed Study Supercurricular Extracurricular Home Learning 	Students to set up appointments with form tutor for 1-1 support Key messages shared during a briefing by The Sixth Form Team	Sessions delivered by form tutor on topics related to life skills, personal development and preparation for life beyond Sixth Form.	Staff led assembly	Students will engage in wider reading, discussion and debate on current world affairs, such as politics and news.

***Year 13 have Self-Appraisal on a Monday and Organisation on a Tuesday**

Directed Study

Twice a week, students have 'Directed Study' on their timetable. This is where they are required to attend the school library to silently and independently study. Students will have used Organisation Monday to plan what they will complete during this time. The Librarian is present during these times to ensure students are registered and using this time as productively as possible.





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Sixth Form standards policy


This policy is based on the four key strands that we feel underpin the key expectations within Sixth Form. These four key strands are:

- Attendance - Attainment - Dress Code - Behaviour

Level	Staff responsible	Action
Stage 1	Form Tutor/Subject Teacher	<ul style="list-style-type: none"> Sixth Form standards button issued on classcharts if a student fails to adhere to any of the 4 key strands of sixth form expectations Each Sixth Form standard issued must be accompanied by a short comment stating the reason
	Form tutor	<ul style="list-style-type: none"> Monitor classcharts daily using form registration Speak to tutees regarding any sixth form standards issued
	JJY/JW/KW/DT	<ul style="list-style-type: none"> 3 sixth form standards issued in a week results in a 1 to 1 conversation with a member of the Sixth Form team Centralised detention
Stage 2	Form Tutor/Subject Teacher	<ul style="list-style-type: none"> Any form of complete disregard of Sixth Form expectations related to the 4 key strands results in an immediate Sixth Form team sanction Email to be sent to Sixth Form team stating the reason for the sanction
	JJY/JW/DT/KW	<ul style="list-style-type: none"> Sixth Form team to input sanction on classcharts Phone call home to reiterate sanction and expectations
Stage 3	JJY/JW/DT/KW	<ul style="list-style-type: none"> If a student displays persistent disregard of the sixth form expectations, a day in reintegration will be sanctioned Parent meeting to be arranged
<p>Persistent negative attendance, attainment, dress code or behaviour will lead to alternative provision.</p>		



Dress Code

<p>The Sixth Form Dress code states that students should be in <u>Professional attire</u></p>	<p>Not acceptable</p>
<p>Professional Attire:</p> <ul style="list-style-type: none"> • Tailored Trousers / <u>Knee</u> Length Skirt or Dress • Blazer or Suit Jacket • Dress Shirt / Blouse • Footwear must be formal and dark in colour • <u>SIXTH FORM LANYARD</u>  <p>Summer During the summer short sleeve shirts are permitted</p> <p>Winter Smart knitted jumpers may be worn under your suit jacket in cold weather</p>	<p>Leathers, Jeans, Skinny fit, Cargo or leggings</p> <p>Flared trousers, Bodycon dresses or Mini/Short skirts</p> <p>Sweatshirts, Hoodies, Cardigans, Crop tops, Off the shoulder, or slogan tops</p> <p>Trainers, Plimsolls, Open Toed or Backless sandals, Sliders, Doc Martens</p>
<p>If you are questioning what you are wearing or are unsure - DON'T WEAR IT</p>	



Sixth Form Spaces & Mobile Phone Use

Mobile Phone Policy

We have three sixth form spaces across the school where students are encouraged to study and socialise (The Bridge, Library and Jack's Café).

Mobile phones are permitted in these areas as we are aware of the importance of using such devices in supporting with independent study. However, sixth form students are not to allow their phone to be visible at any time outside of these areas. If a student is seen with their phone out in any other area of school, this will be taken by a member of staff. Students can collect their device at the end of the school day from the sixth form office if it has been removed from their possession.

Sixth Form Spaces

The Bridge



The Library



Jack's Cafe



List of Post-16 Subjects & Grade Criteria

Subject	Prior attainment at GCSE	Grade required
Art & Design - Fine Art	Art	5
Biology	Science Mathematics	6 6
Business	English Language Mathematics	5 5
Chemistry	Science Mathematics	6 6
Computer Science	Computer Science	5
Design & Technology: D&T	D&T or Engineering	5
Drama & Theatre Studies	Drama English Language	5 5
Economics	English Language Mathematics	5 6
English Literature	English Language English Literature	5 5
French	French	6
Further Mathematics	Mathematics	8
Geography	English Language Mathematics Science	5 4 5
History	History English Language	5 5
Mathematics	Mathematics	7
Music	GCSE Music Grade 6/ ABRSM Grade 5 Theory - Merit Performance Skills Of Grade 5 Practical	6 5
Physics	Science Mathematics Maths A level should also be studied	6 6
Politics	English Language	5
Psychology	English Language Mathematics Science or Biology	5 5 5
Religious Studies	Religious Studies English Language	5 5
Sociology	English Language	5
Spanish	Spanish	6
Sport BTEC	English Language or Mathematics	5
Travel and Tourism BTEC	English Language or Mathematics	5

UCAS & Post-18 Options



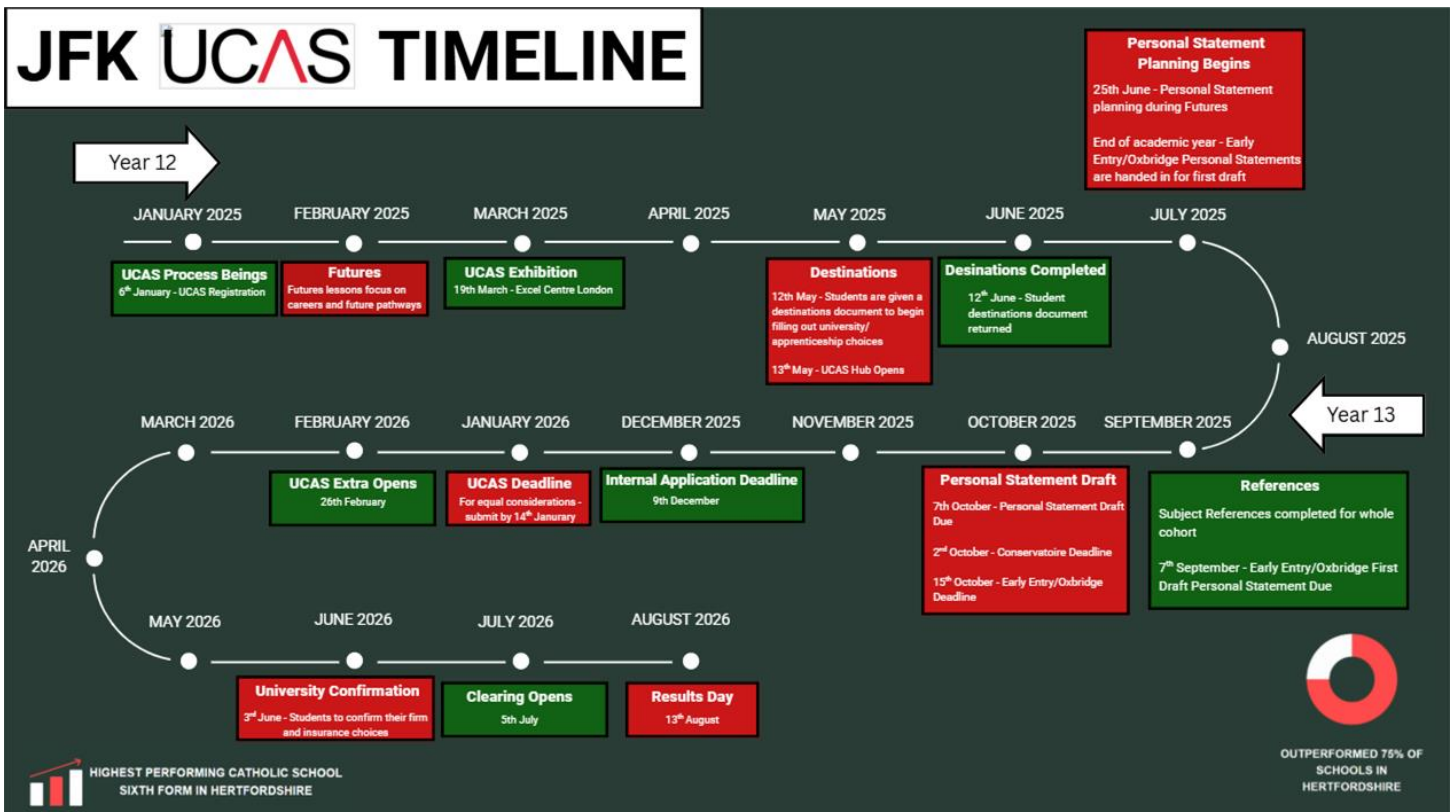
Ucas - Main website

Please use the following QR code which will direct you to the main website. This will provide you with a plethora of information regarding universities, apprenticeships or alternative pathways.



Ucas - Your Ucas Journey

Please use the following QR code which will provide you with information on the processes of how to apply (university and Apprenticeships), guidelines and deadlines, student and parent support.



Enrichment Programme

To ensure that students are provided the best support in extending their learning and experiences, we offer our 'Enrichment Programme'

Every fortnight in the main school hall, students from both Year 12 and Year 13 are provided with talks from both internal and external speakers that focus on a wide range of topics

This programme has two main aims:

1. Provide students learning opportunities and experiences beyond the KS5 curriculum
2. Provide students with detailed insights into future study and career opportunities

Example enrichment talks held at JFK

- Mr Wainman: The Psychology of Success - Motivation and Habits
- Mrs Kolka: Get Into Teaching!
- Mr Wainman - Effective Study Skills
- Chris Fielden: Chief Supply Chain Officer at Brewdog and Innocent Drinks
- Andrew McNaughton: Retired Police Chief-Inspector & Founded of JAM Foundation
- University Showcase: Alumni Event
- Amy Rogers: Software Engineering at KPMG & Apprenticeships Talk
- Dr David Mitchell: Chemistry Academic
- Mr Townsend: Politics Talk



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Supercurricular and Volunteering Programme

Supercurricular – “*Learning Beyond Lessons*”

We at JFK Sixth Form believe that ensuring students engage in learning that extends beyond the classroom is a fundamental part of nurturing independent and curious learners. Through our supercurricular programme, we aim to enhance student academic experience by providing opportunities to explore subjects in greater depth, fostering a love for learning that transcends the standard curriculum.

Supercurricular Hour

Every fortnight, students will have an hour dedicated to supercurricular activities. This is their chance to delve deeper into their subjects, explore new areas of interest, and engage with materials that go beyond their usual studies. This hour is set aside specifically to nurture intellectual curiosity and passion for learning. Some of the supercurricular activities that students complete are listed below:

- **Extended Project Qualification (EPQ):** A 5000 word dissertation on a chosen topic which is marked and assessed. This can be worth up to half an A-Level (28 UCAS points)
- **Scholars Award:** Every student in Year 12 completes a research project on a topic of their choice. Then during a marketplace activity, students present their work and will have the opportunity to see fellow students' projects
- **MOOCS and other online courses**
- **Online lectures/talks (Massolit, Gresham etc.)**
- **Wider reading provided by subjects**
- **Essay/Project competitions**
- **Discussions/Debates with other students (e.g. Medicine Society)**

Volunteering Opportunities

We pride ourselves at JFK for our sense of community and we encourage students to volunteer in as many capacities as possible:

- **Extra Curricular/Sports Leaders:** Supporting with wider school activities such as sports events
- **Lesson/Learning Support:** Support in lessons and learning support
- **Subject Specific:** Engaging in Supercurricular activities offered
- **Tutor Reading Programme:** Supporting lower school students with reading
- **Catholic Social Teaching Responsibilities:** Participate in initiatives that reflect our catholic ethos and community

Award System

By actively participating in Supercurricular activities and volunteering, students can earn signatures on award cards ranging from Bronze, Silver, Gold and Platinum. Prizes are given to those who have achieved these awards and their cards will be pinned on the noticeboard in the Sixth Form Area.



Supercurricular and Volunteering Programme Pathways

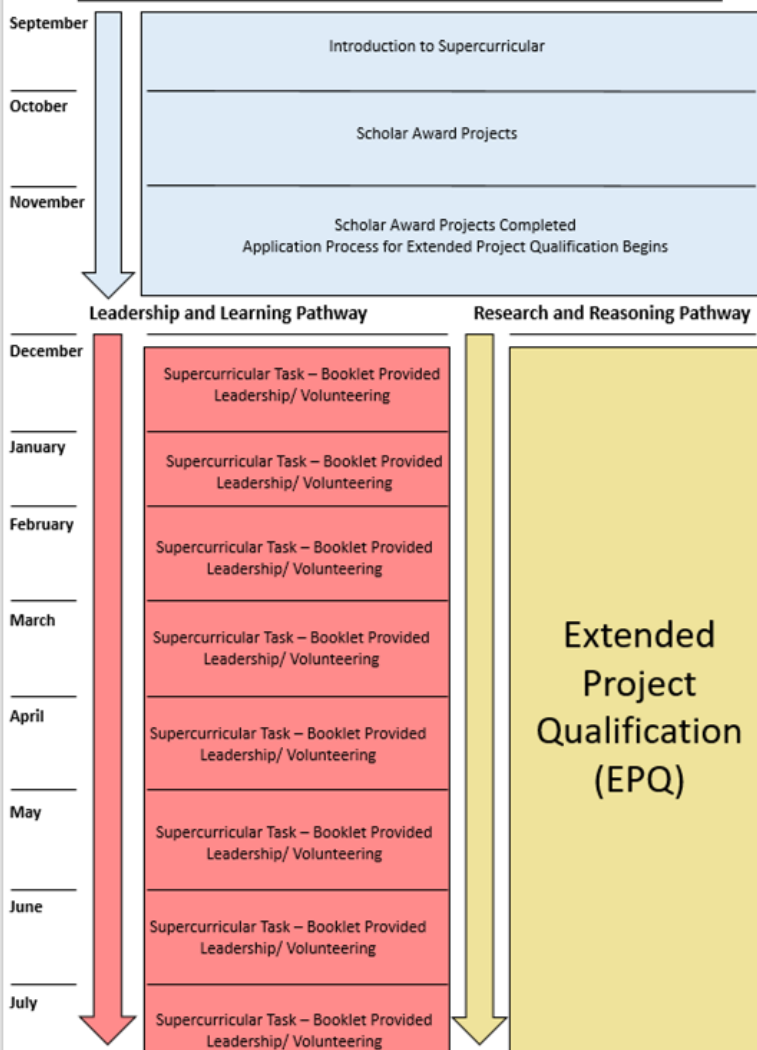
Supercurricular – “Learning Beyond Lessons”

From December, students are also invited to join one of two structured pathways that complement the supercurricular offer: *Leadership and Learning* or *Research and Reasoning*. These are structured lessons built into the timetable, and attendance is compulsory.

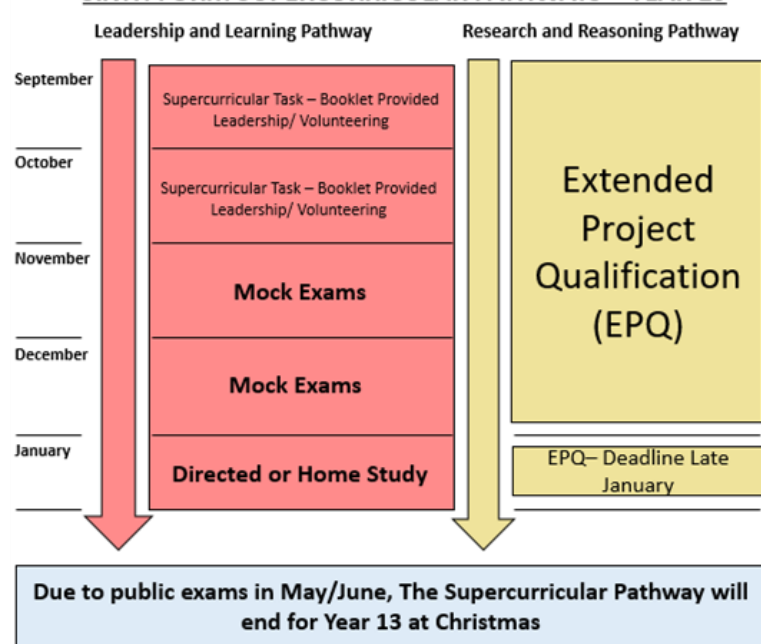
The Leadership and Learning Pathway combines subject-specific supercurricular enrichment with opportunities for volunteering and leadership across the wider school community. Students engage in activities such as extra-curricular and Sports Leadership, in-class and learning support, participation in the Tutor Reading Programme, and involvement in Catholic Social Teaching initiatives. This pathway is ideal for students who want to extend their learning while also developing broader skills in service, communication, and leadership.

The Research and Reasoning Pathway is designed for students keen to undertake the Extended Project Qualification (EPQ)—a formal, year-long research project running from Year 12 into Year 13. Due to the classroom-based nature of EPQ delivery, this pathway requires a short application process. Students on this route are still encouraged to volunteer and contribute to the wider school community; however, these activities would take place during their remaining study periods rather than their timetabled EPQ slot.

SIXTH FORM SUPERCURRICULAR PATHWAYS – YEAR 12



SIXTH FORM SUPERCURRICULAR PATHWAYS – YEAR 13



Futures Programme

Our carefully tailored Futures programme helps prepare our sixth formers to be safe, healthy and prepared for life's opportunities. Students will be taught Futures alongside the rest of the school on a Wednesday morning, though this lesson will also be utilised for work on UCAS applications and careers development at certain points in the year.

In Year 12 the key topics of study will include:

- Developing an inclusive community, including anti-sexism, anti-racism and LGBTQ+ inclusivity
- Maintaining healthy relationships, including the warnings signs of coercive control
- Sex and relationships education
- Mental health education
- Navigating the modern world, including developing an understanding of alcohol and drugs use, first aid, staying safe online, and gambling

In Year 13 the key topics of study will include:

- Life after JFK survival guide, including support in navigating new experiences such as travelling abroad, university life, and the working environment
- Money matters, which supports students in basic financial planning, protecting their finances, and understanding mortgages and finance

It is compulsory that all students attend their futures sessions.



Core RE

Introduction to the course

In the Sixth Form at JFK, you will study a Core RE course (coRE) in order to gain a Level 3 qualification accredited by the National Open College Network. Each student that successfully passes the course will receive an NOCN Certificate, which carries with it x8 UCAS points. This is a nationally recognised qualification which demonstrates that you have successfully completed a course in 'General Religious Education'. The aim of this qualification is to develop the religious literacy of learners. It encourages them to further their knowledge and understanding in the study and practice of religion and enables learners to identify diverse religious beliefs and explore their own position on faith, through thinking about experiences of life and the values of contemporary culture. It also allows them to develop their moral reasoning skills, which they will be able to relate to one or more religious traditions.

Why do we have coRE?

There are a huge number of benefits to the study of this course: It helps to further develop key skills; it provides opportunities for spiritual development; it provides the opportunity to enjoy learning without the stress of it leading to an exam; it has the potential to add a **distinctive** element to your UCAS application; the accreditation is unique to Catholic schools, making you stand out as a candidate offering more than the standard number of qualifications (we have at JFK recently had a few examples where a student's NOCN qualification has tipped the balance, securing their university place, when their other results had not been quite enough). Further to this, the study of RE is a legal expectation placed upon all schools. As a Catholic School, this is an expectation which we take seriously and one which you make a commitment to, when you choose Sixth Form at JFK. All Catholic schools will take their responsibility to coRE seriously, but at JFK we have found a way to also ensure that your efforts are recognised with a qualification.

How is it structured and how is it assessed?

To pass the course you need to attend regularly, participate in discussion and group work and complete the written elements of the Course Handbooks. It is a pass/fail course designed in such a way that if you do what is asked with fair effort, you will pass. Attendance is a factor, as it is not just a case of doing the activities; evidence of participation and reflection is also needed. The NOCN moderator comes in every year to review the work we do. We have shared our programme and approach with a number of other schools as it is viewed so positively.

What does the course content look at?

There are three sections to the Yr12 course. These are i) An Introduction to Moral Decision Making, ii) Poverty (The Common Good) and iii) Relationships & Sex. The Yr13 section of the course focuses on one larger topic titled 'My Values for Living'. Together, these all provide an opportunity to consider a wide range of topics about what shapes us into the people we are, and the individuals we want to be.

The best bit of advice around the coRE course is to get involved - there are some great things to think about - get stuck in! You never know where life takes you, things you study may support you in unexpected ways. If the rest of your VI Form choices are Humanities based subjects, coRE will support what you are doing and vice versa. If you are more STEM focused, then an opportunity to develop some different skills and qualifications will be a great benefit. JFK coRE is a great opportunity - we really hope you enjoy it.



Sixth Form Agreement

John F. Kennedy Catholic School Sixth Form Agreement

The purpose of this agreement is to set out our expectations of you to help you to achieve your full potential. It is important that you work with the school and staff to maximise your achievements and success. The following agreement is intended to support you in doing so; please read it carefully. It is based on the Mission Statement of our school.

INSPIRE

As senior members of the school community you are expected to set a good example to the younger students by your behaviour, appearance and care for your school environment.

You are expected :

- to attend and be punctual for all timetabled lessons in accordance with the Sixth Form Attendance policy. Any unauthorised absences will be recorded and actioned
- to follow the Sixth Form dress code policy. Any breaches of the code will result in verbal warning and potentially sent home to change
- to use the Bridge, Jack's, study rooms and the Library appropriately
- to follow the expectations stated in the Sixth Form behaviour policy
- not to park anywhere on the school site. If you choose to drive to school, you will have to park off-site and are reminded to be courteous to our neighbours and other road users. You must give your car details to the Sixth Form team
- have any absence authorised by a member of the Sixth Form staff and must ensure that you use the signing in/out on the Bridge.

ACHIEVE

The Sixth Form provides you with lots of opportunities for achievement, academically and personally. You will be expected to make the most of these opportunities in preparation for the next stage in your adult life.

You are expected to:

- always strive to achieve the highest standards possible in your Sixth Form studies. Your subject teachers will be asked to comment on your progress at regular intervals throughout the year. A full-time place in the Sixth Form comprises at least three Level 3 courses. The school reserves the right to withdraw your place in the Sixth Form if reasonable progress is not made in all subjects. Your progress will be measured via subject assessments and formal exams during Year 12 and Year 13. If you are making expected progress, you may be granted home study. This will be only offered in agreement with parents/carers and the school reserves the right to withdraw home study if your progress declines
- to meet deadlines set for homework, lesson preparation and controlled assessment work. If these are not completed for a lesson, you will be asked to leave the class to complete the work.



Sixth Form Agreement

SERVE

As a special part of our school ethos you are expected to recognise the importance of thinking of others before yourself, especially those in particular need, and to be of service to the school community.

You are expected:

- to engage with student opportunities for leadership, super-curricular, volunteering and enrichment, including those described by the JFK Journey
- to take part in service to the school which will include taking part in Open Evening in October and other school functions. If you are asked by Sixth Form staff to help in this way, you are expected to respond positively.

Student name: _____

Student signature: _____ Date: _____

Parent signature: _____ Date: _____



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