

Sixth Form Success for ALL

A guide to A-Level education.



A Levels are an exciting part of your educational journey and we are delighted that you have decided to join us at Bishop Luffa Sixth Form. We want you to gain the most out of your time with us, so with that in mind you need to start as you mean to go on.

Look After You

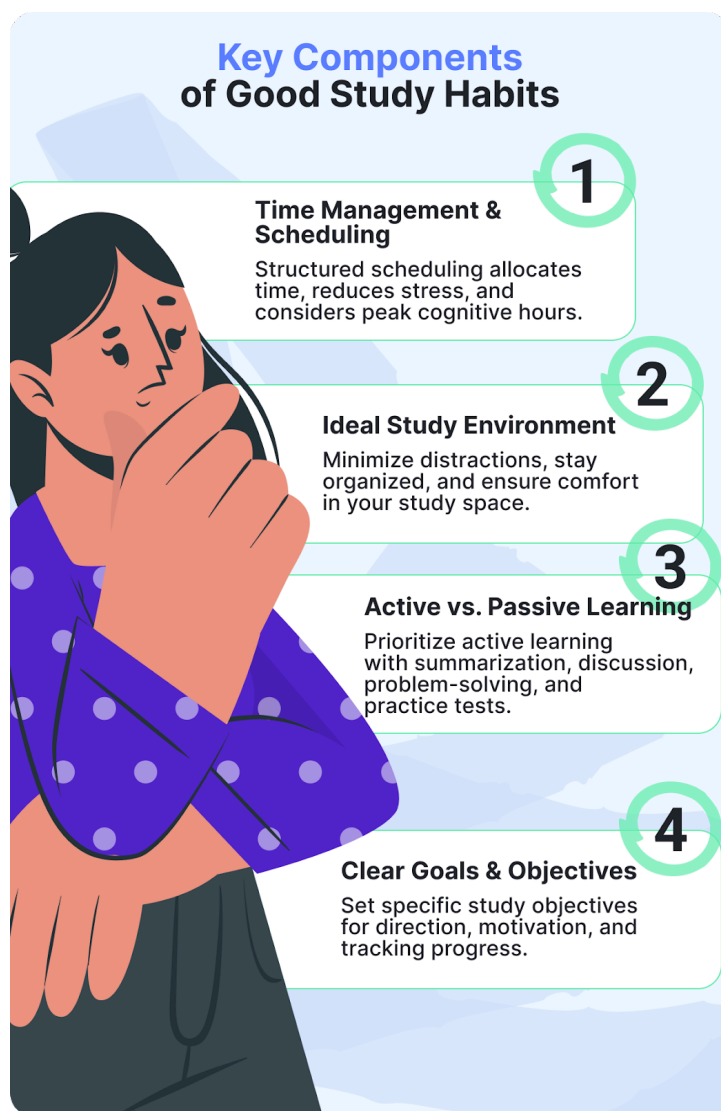
Not having regular breaks, leisure time, self-care and communicating can cause stress and lead to burnout. Here are some strategies you could adopt from the start to manage stress and avoid burnout. If you can understand the causes of stress (triggers) and recognise the signs and symptoms you can take control and change the outcome if spotted early on.

We're here to support you but you become far more independent in your study and time management at Sixth Form. That's part of the fun but also you need to understand what you are juggling to ensure your time at Bishop Luffa Sixth Form is as enjoyable as possible.

Effective Study Habits

Studying changes straight away at Sixth Form and you'll be expected to do lots of study before lesson and after lessons. If you have four hours in class then expect to do at least 4 hours outside of class.

In some cases you'll do flipped learning where you learn the concepts outside of the class and then apply what you've learnt in class. Some of this will take time to learn and get used to but you have to try and stay on top of this from September. Check out our Study Skills guide for more details.



Developing effective study habits is crucial for success. Here are some basic strategies:

- **Active Recall:** Test yourself frequently on the material rather than passively rereading notes. Use flashcards, quizzes, or practice questions.
- **Spaced Repetition:** Review material at increasing intervals. This helps to reinforce learning and improve long-term retention. Apps like Anki can be helpful.
- **The Feynman Technique:** If you're struggling to understand a concept, try teaching it to someone else (or even just an imaginary person). This will highlight any gaps in your understanding.
- **Create a Dedicated Study Space:** Find a quiet place where you can focus without distractions. Make sure you have all the materials you need at hand.
- **Vary Your Study Methods:** Don't just rely on one method. Experiment with different approaches to find what works best for you. This could include mind mapping, summarizing, or working through past papers.
- **Practice:** Practice exam technique using past papers, examiner reports, model answers and show and communicate with your subject teacher. Practice makes better.
- **Take Regular Breaks:** Studying for long periods without breaks can lead to burnout. Aim to take short breaks every hour to stretch, move around, or do something relaxing but only for a few

minutes - time can run away with you.



Check out our Transition to A Levels, Study Skills, Exam Anxiety booklets and guides if you are Autistic, ADHD or have Dyslexia - we want to create an inclusive Sixth Form at Bishop Luffa - where everyone feels valued and supported.

Time Management

Time management is essential for balancing your academic workload and other commitments. Consider these tips:

- **Use a Planner or Calendar:** Schedule all your classes, extracurricular activities, social events, and study time. Be realistic about how much time each task will take.
- **Prioritize Tasks:** Identify the most important tasks and focus on those first. Use methods like the Eisenhower Matrix (urgent/important) to help you prioritize.
- **Break Down Large Tasks:** Large assignments can feel overwhelming. Break them down into smaller, more manageable steps.
- **Avoid Procrastination:** Procrastination can lead to stress and rushed work. Tackle difficult tasks early in the day when you're feeling fresh.
- **Learn to Say No:** Don't over commit yourself. It's okay to say no to activities or commitments that will stretch you too thin.
- **Review and Adjust:** Regularly review your schedule and adjust it as needed. Be flexible and willing to adapt to changing circumstances.



Balancing Academic and Social Life

Sixth form is a time for both academic growth and social development. Here's how to strike a healthy balance:

- **Schedule Social Activities:** Just as you schedule study time, schedule time for socialising with friends and family. This will help you avoid feeling isolated or overwhelmed.
- **Join Clubs and Societies:** Participating in extracurricular activities is a great way to meet new people, develop new skills, and relieve stress.
- **Prioritise Self-Care:** Make time for activities that you enjoy and that help you relax. This could include exercise, reading, listening to music, or spending time in nature any mindful activity.
- **Communicate with Friends:** Let your friends know when you're feeling stressed or overwhelmed. They can offer support and understanding.
- **Set Boundaries:** It's okay to say no to social events if you need to focus on your studies. Your friends will understand.
- **Find Study Buddies:** Studying with friends can be a great way to stay motivated and learn from each other.
- **Sleep hygiene:** Develop a healthy sleep routine. If you are tired all the time then make some changes. Avoid alcohol and drugs and reduce caffeine intake.



Making Use of School Resources

Your sixth form offers a range of resources to support your learning and development. Make sure you're taking advantage of them:

- **Subject Teachers:** Don't be afraid to ask your teachers for help. They are there to support you and want you to succeed. Attend lessons or schedule extra help sessions. Just talk to them!
- **Library:** The library is a valuable resource for books, journals, and online databases. Take advantage of these resources for your wider reading, research and assignments.
- **Study Hub:** Sometimes you have to put that extra study in and you'll have study time added to your timetable, it's a quiet space and you can use it even if you're not booked in.
- **Form Tutors:** If you're struggling with something personal or outside of school then talk to your Form Tutor - you see them several times a week and they will have regular check ins with you.
- **Careers Advisor:** The careers advisor can provide guidance on university applications, career options, apprenticeships and gap year plans. Schedule an appointment to discuss your goals and options.
- **IT Support:** If you're having technical difficulties with your computer or software, seek help from the IT support team.

- **Study Groups:** Form study groups with your classmates to review material, discuss assignments, and support each other.
- **Sixth Form Progress Co-ordinator:** will support you with planning extra support outside of lessons such as the AYP course
- **Student Services:** If you have a question about a trip/event then speak to them in the Sixth Form Centre
- **Sixth Form Learning Mentor:** Subject teachers or form tutors may well speak to the Learning Mentor to gain extra support. Ms George is located in the Study Hub - if you don't want to talk to anyone else then please pop by and she'll be happy to talk.



Seeking Support

It's important to remember that you're not alone in your sixth form journey. If you're struggling, don't hesitate to seek support:

- **Talk to Your Teachers and Form Tutors:** Your teachers and form tutors can provide academic support and guidance.
- **Talk to Your Parents or Guardians:** Your parents or guardians can offer emotional support and practical help.
- **Talk to a Counselor or Therapist:** If you're experiencing significant stress, anxiety, or depression, consider talking to a counselor or therapist.
- **Talk to a School Nurse:** The school nurse can provide medical advice and support.
- **Talk to the Sixth Form Learning Mentor:** They can offer advice about study skills, wellbeing, personal issues and surviving A Levels
- **Talk to a Trusted Friend:** Talking to a friend can help you feel less alone and more supported.
- **Utilise Online Resources:** There are many online resources available to support your mental and emotional well-being.



Setting Goals and having a VISION

Setting goals and having a clear vision about why you're doing A Levels can help you stay motivated and focused throughout sixth form. Here's how to set effective and SMART goals:

- **S - Be Specific:** Clearly define what you want to achieve. For example, instead of saying "I want to do well in my exams," say "I want to achieve A grades in all my A-Level subjects."
- **M - Make Them Measurable:** Set goals that you can track and measure. This will help you see your progress and stay motivated.
- **A - Make Them Achievable:** Set goals that are challenging but realistic. Don't set yourself up for failure by setting goals that are too difficult to achieve.
- **R- Make Them Relevant:** Set goals that align with your values and interests. This will make them more meaningful and motivating.
- **T - Make Them Time-Bound:** Set a deadline for achieving your goals. This will help you stay on track and avoid procrastination.
- **Write Them Down:** Writing down your goals makes them more concrete and increases your commitment to achieving them. Have them on display on your noticeboard at home above your desk!



Preparing for University or Careers

Sixth form is a crucial time for preparing for your future, whether that involves university, apprenticeships, or entering the workforce. Here are some steps you can take:

- **Research Your Options:** Explore different university courses, apprenticeships, and career paths. Attend university open days, career fairs, and online webinars.
- **Unifrog:** Help students compare every university course, every apprenticeship, and Further Education courses - then apply successfully to reach your goal. Complete the quizzes and use the whole site to help gain an insight to your options available.
- **UCAS:** At some point in Year 12 but definitely after the year 12 mocks register on the UCAS site and explore it. There are tips on how to complete your three questions for your personal statement, how to decide on a course (look at the finer detail of topics per year), town or student campus, distance, travel links, cost etc There is a lot to check out so take your time - some do it early in year 12 to gain more insight on your vision.



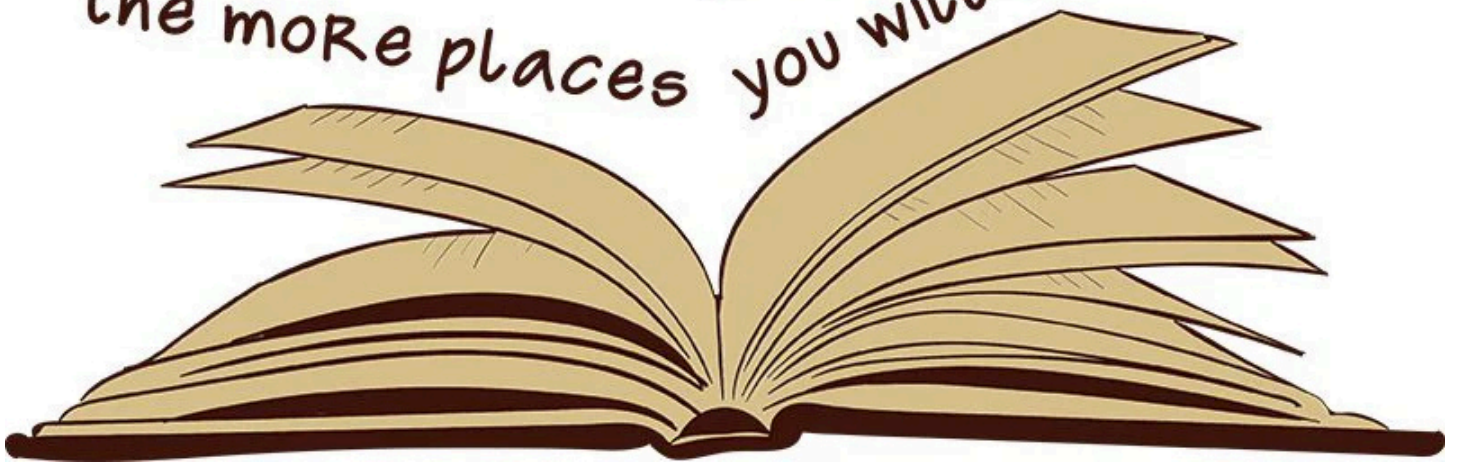
- **Gain Relevant Experience:** Seek out internships, work experience placements, or volunteer opportunities that are relevant to your interests. This will enhance your CV and give you valuable skills as well as add to any Personal Statement you have to write for university applications.
- **Develop Your Skills:** Identify the skills that are in demand in your chosen field and work to develop them. This could include communication skills, problem-solving skills, or technical skills.
- **Write a Strong Personal Statement:** If you're applying to university, take the time to write a compelling personal statement that highlights your skills, experience, and motivations. Your form tutors will help you with this but it's worth keeping a record of all your achievements and supercurricular activities.
- **Practice Your Interview Skills:** If you're applying for jobs or apprenticeships, practice your interview skills. This could involve mock interviews with teachers, careers advisors, or family members. Attend them - they are useful practice.
- **Network:** Build connections with people who work in your chosen field. Attend industry events, join online communities, and reach out to professionals for informational interviews. All of this adds to your supercurricular activities for personal statements or CVs.

Final Thoughts

Sixth form is a challenging but rewarding experience. By adopting effective study habits, managing your time wisely, balancing your academic and social life, making use of school resources, seeking support when needed, setting goals, and preparing for your future, you can make the most of your time and achieve your full potential. Remember to stay focused, stay motivated, and believe in yourself and you will be on the road to your success - wherever that may take you.



The more you
READ,
the more things
you will KNOW,
the more you
LEARN
the more places you will GO



Please note that all information in this guide is gathered from across the WWW and various organisations and is by no means the only information out there but you will find more information on Google. Please do your own research and use this document as a platform to get you started.