



# SIXTH FORM HANDBOOK

2020-2021



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# Welcome to our Sixth Form

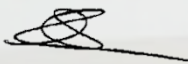
Welcome to Jumeirah College Sixth Form. In choosing our College, you will find yourself in a supportive yet challenging environment. As a College we are committed to caring for each individual and believe that each student deserves the best possible support in their transition through Key Stage 5 and beyond. This handbook contains information to assist you in settling into Year 12, and also highlights the expectations of the College of you as a student in the Sixth Form.

Each of you will have the support of a form tutor who, over your two years in Sixth Form, will support you in your academic achievement and social and personal development. They will monitor your performance across all subjects to ensure academic potential is fulfilled, and meet with each of you regularly to discuss progress.

A key aspect of the Sixth Form experience is the young adult environment in which you will learn. We will respect you as an individual and encourage you to work in partnership with staff to achieve your goals. We will help you to take increasing responsibility for your learning and to achieve skills and knowledge which will prepare you for future work and study. Expectations are high and in joining us, you join one of the best Sixth Forms in the world for adding value to each student.

The Sixth Form represents for most young people, the most important two years of their school career, but Sixth Form life is about much more than examinations. This is also a time to broaden knowledge and experience, and to develop skills and interests that will last a lifetime. We aim to provide a holistic education that will enrich your academic studies. The success you achieve in the Sixth Form also depends on your contribution outside of curriculum time. You should embrace College life and the opportunities that are available, think about the legacy that you will leave when you move on in two years' time.

Everyone at Jumeirah College hopes that you will not only succeed academically but also that you will enjoy the next two years here, developing in every aspect of College life. All our efforts are designed to support you in achieving further success. Remember, what you get out of the Sixth Form will depend upon what you put into it. Our aim is to see Sixth Form students leave as well-rounded, positive young adults, who are outstanding citizens in society and go on to achieve great success in their future.



**Ms L Rodger,  
Vice Principal**

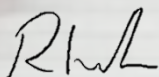
*l.rodger\_jcd@gemsedu.com*



Welcome to Jumeirah College Sixth Form. Life in the Sixth Form at Jumeirah College is challenging, hectic but, above all, exciting. Alongside a rigorous academic schedule, we also aim to nurture the talents of all our students. Our extensive extracurricular, leadership opportunities, community service and specialist careers and university provision is complemented by our Complementary Studies programme - this bespoke enrichment programme that ensures that the students graduate from Jumeirah college with more than just academic qualifications. We do not provide a "glass ceiling" for any student. We aim to be a school that nurtures a genuine passion for learning, delivering a genuinely well-rounded, holistic education.

Jumeirah College Sixth Form provides high quality academic courses to enable high achieving students to gain admission to the best universities in the world. Each academic year we are visited by over 40 universities from the UK, Australia, Canada, USA and Europe. Our students consistently achieve top results, and as a college, we are consistently recognised as being one of the best Sixth Forms in the world for adding value to each student.

At Jumeirah College, we do not merely aspire to enable our students to achieve their goals, but we aim to inspire them to exceed their own expectations. We provide an exceptional platform upon which each student can grow, develop and be successful. You should embrace all opportunities that come your way and use them as a way to make your mark on our longstanding traditions. Above all, we are a community, and like all good communities, our strength is in working together to support one another and develop the unique talents of each individual member.



**Mr R Lawton  
Head of Sixth Form**

*r.lawton\_jcd@gemsedu.com*

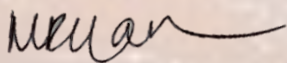


I am delighted to have been given the opportunity to work with you all to ensure a seamless transition into the Sixth Form as you embark on your A Level courses, working together to guarantee you develop both academically and pastorally. It is crucial that your Sixth Form experience begins in earnest and that you develop strong independent study skills from the outset that will lead you on to success in your A Level studies. To assist you with this transition, you will be completing study skills workshops, designed to provide you with practical tips of how to cope with the additional demands of an A Level programme of study. These holistic skills can be implemented both at college during lessons and in your independent study time and will support you not only in your academic life but also your future careers.

In addition to focusing on your academic development, you will need to begin pursuing other areas of enrichment. Taking on additional activities will ensure that you gain the most out of your Sixth Form experience and prepare you well for University applications. The Complementary Studies programme of activities will not only provide you with the opportunity to explore hidden talents, but these experiences will be invaluable in providing you with a skill set relevant to jobs in the 21st century that will help you become a more well-rounded individuals (more details about this can be found on page 13 of the booklet).

One of our first priorities is to help students make a smooth transition from GCSE to post-16 study. For all students, this will be a major step in terms of the amount, depth and difficulty of the work to be covered. To be successful, sixth formers need to study fully immerse themselves in the life of the College whilst working with fervour and independence in their academic subjects.

I look forward to working with you this year and celebrating your successes as the year progresses.



**Ms M Ryan**  
**Senior Teacher & Head of Year 12**  
[m.ryan1\\_jcd@gemsedu.com](mailto:m.ryan1_jcd@gemsedu.com)



# Sixth Form Key Dates 2020-2021

## Term 1

Monday 31<sup>st</sup> August

Tuesday 1<sup>st</sup> September

Wednesday 2<sup>nd</sup> September

Wednesday 9<sup>th</sup> September

Tuesday 15<sup>th</sup> September

Wednesday 16<sup>th</sup> September

Thursday 17 September

Monday 21 September

Sunday 20 September

Wednesday 23<sup>rd</sup> September

Wednesday 7<sup>th</sup> October

Thursday 15 October

Monday 16 October

Sunday 1 October

Thursday 15 October

*Sunday 18 October - Thursday 22 October*

Wednesday 28 October

*Saturday 9 November*

Tuesday 10 November

Thursday 26 November

Thursday 26 November

Tuesday 30 November

*Monday 30 November - Thursday 3 December*

Wednesday 9 December

*Thursday 10 December*

*Induction Day*

Year 13 College Photographs (Periods 1-4)

Year 12 College Photographs (Periods 5-6)

Introduction to Complementary Studies

Home Fee status talk <sup>∇</sup>

Peer Mentor Training <sup>∇</sup>

Year 12 Welcome Coffee Morning <sup>∇</sup>

Early Application Reference Deadline

JC Open Morning 1 <sup>∇</sup>

Society Fair & Applications for Societies deadline

Prom & Social Committee Application deadline

JC Open Morning 2 <sup>∇</sup>

Complementary Studies Launch

Year 13 PTC 1 <sup>∇</sup>

PD Staff Training Day (College closed)

Year 12 PTC 1 <sup>∇</sup>

Oxbridge/Medical internal student deadline (Year 13)

EA/ED internal student deadline

*Half Term*

Halloween Social <sup>∇</sup>

*Prophet Mohammad's (PBUH) Birthday \**

Oxford and Cambridge Interview Evening <sup>∇</sup>

Y13 Student Internal Deadline to Pay/Send UCAS (ALL UK Applications)

Y13 Student Internal Common App Deadline (ALL USA Applications)

KS4/5 Awards Evening <sup>∇</sup>

*National Day \**

Winter Social <sup>∇</sup>

*Last day of term*

## Term 2

*Sunday 3 January*

Friday 15 January

Sunday 3 January - Thursday 14 January

Thursday 21 January

Tuesday 26 January

Wednesday 3 February

Wednesday 10 February

Thursday 11 February

*Sunday 14 February - Thursday 18 February*

Wednesday 22 February

Sunday 28 February

Monday 1 March

Sunday 7 March - Monday 8 March

*Thursday 11 March*

*Thursday 25 March*

*Start of term*

Canadian Applications Common Deadline

European Applications Common Deadline

Mock Examinations

Mock Results Day

Sixth Form Open Evening

Sports Day

Exec Application Deadline

PD Staff Training Day (College closed)

*Half Term*

Year 13 PTC 2

Boys Hustings

Girls Hustings

Exec Interviews

*Ascension of the Prophet (PBUH) \**

*Last day of term*

## Term 3

*Sunday 11 April*

Monday 12 April

Tuesday 13 April

*Tuesday 11 May - Saturday 15 May*

Sunday 16 May - Monday 7 June

Saturday 22 May

Sunday 23 May

Sunday 30 May - Monday 31 May

Friday 18 June

*Thursday 1 July*

**Thursday 11 August**

*Start of term*

Year 12 PTC 2

Higher Education Evening

*Eid al Fitr \**

Year 12 Study Leave (TBC)

Year 13 Graduation

Year 13 Study Leave (TBC)

Year 12 Higher Education Days

Year 13 Prom

*Last Day of term*

**A Level Results Day**

\* To be confirmed

<sup>∇</sup> Subject to change due to COVID-19 restrictions

# Welcome from the Student Executive

Ditching your green trousers for pyjamas these past few months must have been a real struggle, yet many of us fully embraced the opportunity! However we do hope that the past few months at home have given you a chance to reflect and truly look forward to embarking on your Sixth Form journey. We would like to start by saying that we are looking forward to welcoming you all into the Sixth Form next year. While we are sure many of you have been looking forward to certain aspects of the journey, for example having the freedom to roam the common room, play music at lunchtime, free lessons, and of course have full use of the kitchen, there are a few things you should know before you begin this chapter of your college life.

As the new members of the Sixth Form, a crucial point we have to make is that you now bear even more importance around JC. You are now the new role models for the younger students and this responsibility should not be taken lightly. Our general advice is to always be punctual and look professional. Girls - you don't want to be chased by Miss Ryan for having more than one piercing in each earlobe or having your hair down (you can have your hair in a half up half down though). Boys - remember that shirts need to be tucked in at all times and facial hair shaved.

The start of A levels is a daunting task. The jumps between Year 11-12 and 12-13 are very large and demanding so we advise you to please make sure that you have chosen the correct A level subjects based on what you're passionate about and what your potential university courses may require. Choosing subjects should not just be based around grades (though they do help!) but what you can see yourself enjoying over the next two years as you will spend a lot of time studying.

More advice that we think is important to note is:

- *Frees are an absolute blessing and you should always use them to your advantage - be productive and get stuff done!*
- *If these strange few months have taught you anything it's that time in school is crucial. Make sure you hassle your teachers whenever you can to be able to boost your learning, which eventually leads to a boost in your grades*
- *On the other hand, to branch your learning outside of school, participation in essay competitions helps broaden your wider learning and are a great addition to personal statements!*
- *Choose your complementary studies options wisely. They can be a great way to participate in activities that boost your personal statement and they can actually be really fun with your friends.*
- *Another great addition for personal statements is choosing to do an EPQ. This is available for those who do 3 subjects of a high standard and are great for exploring subjects you feel passionate about.*
- *If there is one thing you learnt through sitting (or not actually) sitting your GCSE exams is that everything you do counts. Our advice would be to always be on top of your school work and to take every end of topic test/essay seriously, especially your mocks.*
- *A great way of staying on top of your schoolwork is to make your notes as you go along. This saves a lot of time when preparing for mocks and keeps you thinking about those certain sections of your subjects longer, increasing your knowledge of that area.*
- *Get involved with the Sixth Form societies during lunchtime (you can sign up for these at the start of the year). There is a society for just about every subject e.g. Law, Psychology, Media, English etc. These can be a great opportunity to expand your knowledge and to get subject-specific advice from year 13s; they can also be a great addition to your personal statement.*
- *Put yourself forward for leadership opportunities and initiatives around the college (be a deputy house captain, peer mentor or an anti-bullying ambassador). This is a great way for you to stay engaged and gain leadership experience, and they're great for future exec applications or personal statements.*

With all this said, our most important advice is to look after yourself. Everyone understands how difficult these past few months must have been and has heightened our awareness of the importance of mental and physical health. We want you to know we are always here if you need any advice, from your teachers (whose doors will always be open for a good chat or gossip), the wider student leadership team, or any Year 13 student, as we have all been through it and understand how hard adjusting to higher education is.

From the entire exec, we hope you have an amazing summer and enjoy all the challenges and excitement sixth form has to offer.

*Nour, Arvind, Myome and Ethan*

**Jumeirah College Executive**



# JC College Executive & their Committee

## STUDENT EXECUTIVE



Head Girl  
Nour Emara



Head Boy  
Arvind Sethu



Deputy Head Girl  
Myome Mortimer-Davies



Deputy Head Boy  
Ethan Kesterton

## HOUSE CAPTAINS

*House Captains will hold regularly planned House assemblies College wide. They will also be instrumental in organising a range of Inter-House activities and competitions that will be advertised through assemblies and the House notice boards on the ground floor corridors.*

### Fihri House Captains



Priscille De Mascarel



Varun Mittal



Diya Changani



Prithvi Rao

### Gibran House Captains

### Majid House Captains



Maham Mir



Akas Sabharwal



Alizeh Shaikh



Taine Baggott

### Sina House Captains

## SPORTS CAPTAINS



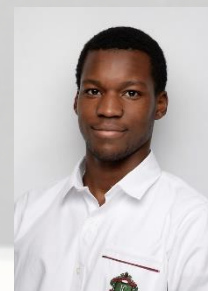
Sports Captains  
Thomas Mariadason



Rhea Makhija



Sophia Fikree



Deputy Sports Captains  
Iman Ibraheem Alabi

# JC College Executive & their Committee



Sydelle Bhalla



Sanya Saxena



Manav Kohli



Suhani Sharma

## ARTS CAPTAINS

## HEADS OF HAPPINESS



Head of  
Innovation

Nitya Bhat



Head of  
Innovation

Aditya Dahiya



Head of  
Charity & Service

Jenifer Hosking



Head of  
Cultural Committee

Rayaan Abdallah



Head of  
Eco-Committee

Devansh Chopra

The Sixth Form Committees will lead College wide in most of the following areas:

Social & Media	Multimedia (Social Network sites)	Newsletter (JC Juice)
Charity & Service	Peer Mentoring	Publicity and Photography
Emotional Intelligence for Men	Study Pods	Treasurer
	Common Room	

## Subject Interest Committees

The Subject Interest Committees will support each other with applications in specific areas:

Law	Medical	Engineering	Chess
Art	French	Architecture	Philosophy
Psychology	Economics	Politics	History
Creative Writing			Artificial Intelligence (AI)

All Sixth Form students will have the opportunity to be involved in the Sixth Form committees.



# The Sixth Form Tutor Team

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[12F1] Mr David Kilpatrick  
*d.kilpatrick\_jcd@gemsedu.com*



[12F2] Ms Ciara Clancy  
*c.clancy\_jcd@gemsedu.com*



[12G1] Mrs Josephine Rourke  
*j.rourke\_jcd@gemsedu.com*



[12G2] Ms Julia Gregson  
*j.gregson\_jcd@gemsedu.com*



[12M1] Mr Simon Forestiero/  
Ms Laura Perea  
*s.forestiero\_jcd@gemsedu.com*  
*/l.perea\_jcd@gemsedu.com*



[12M2] Ms Elizabeth Tossell  
*e.tossell\_jcd@gemsedu.com*



[12S1] Ms Danielle Irwin  
*d.irwin\_jcd@gemsedu.com*



[12S2] Mr Pdraig Quane  
*p.quane\_jcd@gemsedu.com*

## Year 12 Afternoon Registration Schedule

Sunday: PSE/Assembly  
Monday: Silent Study  
Tuesday: Briefing in Common Room  
Wednesday: Complementary Studies  
Thursday: Registration

## Year 13 Afternoon Registration Schedule

Sunday: PSE/Assembly  
Monday: Briefing in Common Room  
Tuesday: Silent Study  
Wednesday: Complementary Studies  
Thursday: Registration

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[13F1] Mrs Kirsty Wing  
*k.wing\_jcd@gemsedu.com*



[13F2] Mr Allen O'Regan  
*a.oregan\_jcd@gemsedu.com*



[13G1] Ms Laura Perea  
*l.perea\_jcd@gemsedu.com*



[13G2] Mrs Sandra Spiers  
*s.spiers\_jcd@gemsedu.com*



[13M1] Mr Zafar Noor  
*z.noor\_jcd@gemsedu.com*



[13M2] Mr Matthew Richards  
*m.richards\_jcd@gemsedu.com*



[13S1] Mr Daniel Cooper  
*d.cooper\_jcd@gemsedu.com*



[13S2] Mrs Nikki Ford  
*n.ford\_jcd@gemsedu.com*



# Expectations of Students

While you are at College, we expect from you:

- *Respect, politeness and co-operation towards everyone in the College environment.*
- *Avoidance of distracting other students from their learning.*
- *Willingness to work to the best of your ability.*
- *Good behaviour, in College and on the way to and from College.*
- *Acceptance of the College's authority, including sanctions.*
- *High standards of personal appearance and dress at all times.*
- *Careful treatment of the College buildings and property.*
- *Compliance with U.A.E. law.*
- *Behaviour that is at all times calm and controlled (for safety reasons students walk on the right-hand side of corridors.)*
- *Punctuality to college and all classes. If you are late to class you should apologise immediately to the member of staff and give a reason for your lateness.*
- *Personal relationships must be conducted with discretion. The College is a working public community and conspicuous displays of affection are not appropriate. Senior students in particular are expected to set an example to younger students.*
- *Attendance at all classes and other obligatory functions. If it is necessary to miss a class you should agree this prior to the lesson with the subject teacher and a member of the Sixth Form leadership team.*
- *Personal areas e.g.: form rooms, lockers should be kept tidy and communal areas to be kept litter free.*

The use of **mobile phones** is strictly forbidden in the College except in the Sixth Form areas. In the Sixth Form areas students are not allowed to make calls with their mobile phones. If a mobile phone is brought to College it is the sole responsibility of the student. During lessons, mobile phones should be left in your locker and not carried around.

**Music devices** may only be used in the Sixth Form Computer or Common Rooms. Noise level must not disturb anyone else in these areas.

Study periods are a Sixth Form privilege and will be withdrawn if they are not used effectively.



# JC Sixth Form Dress Code

The Sixth Form Dress Code must be strictly adhered to at all times and can be found in the student planner.

- Jewellery and make up for the girls is to be discreet and suitable for a business environment.
- Girls may choose to wear one set of stud earrings in each lobe, a necklace, a bracelet and a ring.
- Nail varnish may be worn as long as it is clear or French manicure.
- Boys may not wear any jewellery with the exception of a watch.
- **Smart, black leather, business like shoes only.** Trainers or other casual footwear is not allowed. Please see college guidelines for further guidance. **(Appendix 3)**
- Exposed piercing in the nose, eyebrow, ear (other than lobe) and tongue etc are not part of a business environment and should not be worn in College.
- Boys must be **clean shaven** at all times. **If still not after 2nd warning boys will be given resources to shave in school.**
- The College supports any Muslim boy who chooses to allow his facial hair to grow as long as this is to show compliance with his faith (in other words as a Sunnah of our Prophet (PBUH)). Therefore any facial hair should not be styled or shaped in any way. The Head of Sixth Form needs to be notified of this matter in writing.
- Hair must be **tied back, off the face completely.** It must be styled in a manner appropriate for a business environment. The style of the hair should be graded evenly.
- Jewellery of a religious nature may be worn by boys if a note is submitted by the parent or guardian.
- **Please note that all trousers should be tailored and not fitted or jean style. Full pockets on the back are not allowed as this indicates that they are jean style. Girls should be full length black trousers that are not tight or cropped. Equally, boys' trousers should be full length formal trousers.**

## Student Support

### Student Support Co-ordinator

Mrs Gregory holds a National Diploma in Welfare Ethics and Counselling and an Honours Degree in Psychology. The Student Support Co-ordinator is based in the library, which means that students can access her support, advice or simply a 'listening ear' in an informal way at any time. A referral system is also in operation where teachers and parents can also refer a student who they feel can benefit from additional support. Students can self-refer to speak with the SSC. The SSC works closely with the College nurses and they deliver presentations on alcohol and smoking, drugs awareness and sexual health information as part of the PSE programme in the Sixth Form.



### Careers Advisor

The College Careers Advisor, Mrs Lynn Willmoth, is available to all students for advice regarding matters such as university applications, careers and student finance. Appointments can be made with her to suit your timetabled non-contact periods and it is advised that you make good use of this service.



unifrog UCAS

THE COMMON APPLICATION

# Private Study

- Study periods are provided to encourage students to develop the discipline of independent study that is essential for Higher Education.
- Study periods must be taken in the study rooms or in the library. This will be monitored regularly. Cancelled lessons due to staff absence are to be taken as study periods in the classroom which is timetabled.
- Sixth Formers must remain on College premises during study periods.
- The study areas must be **QUIET** at all times. No personal belongings should be left in the study rooms as lockers are provided for such a purpose. **NO FOOD OR DRINKS** are permitted in the ICT suite.

# Study Skills & Guidelines on Working Hours

It is essential that students develop strong study habits and skills both for their A levels and subsequent education and career. These skills are not specifically part of the A level syllabi but are taught as part of the subject courses with particular emphasis early in Year 12. Some skills apply to all subjects while others will be subject specific. The key ones being:

- *Note taking; both from lessons and from other sources*
- *Organisation of notes and files*
- *Essay and report writing*
- *Academic integrity*
- *Research and the use of references*
- *Background reading to broaden subject knowledge*
- *Revision techniques*
- *Oral skills; presentations and discussions*
- *Practical skills of the laboratory and workshop*
- *Keyboard and other ICT skills.*
- *Personal organisation; time management, meeting deadlines*

In the Sixth Form it is normally expected that students will study for approximately 24 hours per week outside of College time if studying 4 subjects; approximately 18 hours per week outside of College if studying 3 subjects. This equates to 1 hour independent study for every hour spent in lessons. It is important to develop the discipline of independent study.

Remember Sixth Form students must be able to prioritise and balance their academic study, extracurricular and social activities.

- Intellectual playfulness
- Flexible thinking
- Fluent thinking
- Originality
- Evolutionary or revolutionary thinking

Creating



- Connection finding
- Generalisation
- Imagination
- 'Big picture' thinking
- Seeing alternative perspectives
- Abstraction

Linking



- Critical or logical thinking
- Precision
- Complex and multi-step problem solving

Analysing



- Automaticity
- Speed and accuracy

Realising



- Meta-cognition
- Self-regulation
- Strategy planning
- Intellectual confidence

Meta-thinking



- Collaborative
- Concerned for society
- Confident

Empathetic



- Practice
- Perseverance
- Resilience

Hardworking



- Enquiring
- Creative and enterprising
- Open-minded
- Risk-taking

Agile



# Attendance and Punctuality

## Attendance

The attendance and punctuality policy can be found on the Google Classroom, Sixth Formers are expected to attend College every day.

Students who are absent through illness should notify the College on their first day of absence. A parent will need to call reception or email a tutor before 7.45am. Upon return students should bring a note from a parent. Form Tutors will collect these.

No student may leave the College during College working hours without seeking permission from the Head of Year. If you become seriously ill, you must report to the College Nurse to obtain permission to go home. Medical appointments and driving lessons should not be booked within normal College hours.

Leave of absence for more than one day and for reasons other than illness must be obtained 7 days in advance from Ms Ryan or Mr Lawton. A “**leave of absence**” form must then be submitted and signed by the Sixth Form Leadership team.

If students are absent, it is the student’s responsibility to catch up all notes, hand-outs, assessments and homework set.

## Punctuality

All students are expected to attend all classes punctually and to arrive in College no later than 7:42 am each day to register with their Form Tutor. Two lates in a 7 day period will warrant a Thursday afternoon detention.

Band	Outstanding	Good	Adequate	Inadequate
%	98% or above	96%-97.9%	92%-95.9%	Less than 92%
What does this mean?	Well done. According to the Dubai School Inspection Bureau your attendance percentage is outstanding. This will make it more likely that your progress will be outstanding. Research shows that attainment and attendance are very closely linked.	According to the Dubai School Inspection Bureau your attendance percentage is good. Over the academic year this equates to being absent for more than 3.5 days and missing more than 21 lessons.	According to the Dubai School Inspection Bureau your attendance percentage is adequate. Over the academic year, this equates to being absent for more than 7 days and missing more than 42 lessons. Catching up with missed work is not an effective substitute for attending lessons.	According to the Dubai School Inspection Bureau you have inadequate attendance. Over the academic year, this equates to being absent for more than 14 days and missing more than 84 lessons. Your progress and attainment will be seriously affected by your missed lessons.
What to expect	Praise from your Form Tutor and Head of Year. Termly certificate awarded in formal Year Assemblies for 100% attendance. Entered into the termly prize draw for 100% attendance. Outstanding progress and attainment.	Discussion with Form Tutor. Set targets to improve your attendance. Catch up with missed work.	Email home from your Form Tutor. Set targets to improve your attendance. Catch up with missed work.	Parental meeting with Form Tutor and Head of Year. Set targets to improve your attendance. Attend termly intervention workshops with Head of Year. Catch up with missed work.

## Complementary and Cultural Studies

Students are timetabled for a double lesson of Complementary Studies each week, during which they will have the opportunity to participate in activities that are different to the academic courses they are following. This will enable students to demonstrate to the universities they will apply to that they have interests outside of the curriculum and are willing to demonstrate qualities to complement their academic achievement. Please refer to the Complementary Studies Handbook for more information.

Communication	American Sign Language
	EPQ Level
	Speaking in Public Qualification
	Current Affairs
Community	Volunteering with Dubai Centre for Special Needs or K9 Friends
	Beach Clean-up
	Work Experience and Internships
	Teaching Experience at JPS
Creativity and Innovation	Cooking Classes
	KS2 Art Lessons and Trinity Exam Preparations
	Circus Skills
	Project Design Space facilitated by DIDI
	STEAM EV3 Lego Robotics
Critical Thinking	Emotional Intelligence
	Introduction to Counselling
	Debating with KS2 students from JPS
	Philosophy
Physical Wellbeing	Rowing
	Football
	Dubai 7's Netball & Rugby training
	Paddle Boarding and Surfing
	Ski Lessons at Ski Dubai
	Rock Climbing
	Girls, Boys and Beach Fitness
	Running Club
Responsibility and Leadership	Lifeguarding
	PADI Diving
	Sports Leadership Award
	First Aid
	Free Online Courses
	Language Leaders Award
	SSAT Student Leadership Award
	Sports Leaders Award

## Extracurricular Activities

In addition to the timetabled Complementary Studies sessions, all Sixth Form students need to choose an extracurricular activity whereby they contribute some of their time and expertise to help younger students develop their confidence and self-esteem. This is an excellent opportunity to develop leadership skills, act as a role model to younger members of the College community.

Information about the **International Gold Award** will be posted to students in September. This is another excellent enrichment opportunity that develops skills, service opportunities and personal challenges. Further details of the expedition element of the award will be shared in due course.

# Sixth Form Area and Common Room

## Rules and Guidelines

The Sixth Form Common Room is for use by the Sixth Form students and staff only. Food and drink are only allowed in the Common Room and Study Area NOT in the ICT suite or corridors. The Sixth Form Common Room Committee will organise the collection of funds to keep the Common Room kitchen stocked with light refreshments throughout the year.

### Lockers

Lockers are available for all Sixth Form students. Students are responsible for the general upkeep of their lockers. They will be provided with lockers that have a lock. Damage to these lockers will incur a cost.

### Food and Drink

Food and drink can only be consumed in the Common Room. In keeping with the sensitivity to our Muslim country, no pork is allowed to be cooked in the Sixth Form Centre. Please be advised that there are students in College who have serious NUT allergies. As such nuts or products containing nuts should not be brought into College. Care must be taken when eating any food in the Sixth Form Area not to cause litter, spills or stains. Students are responsible for cleaning their own crockery etc. and keeping the sink and food preparation area clean and tidy.

### Tidiness

It is important that the Sixth Form centre remains tidy, conducive to a positive learning environment and that all litter should be placed in the bins provided. There will be a rota to maintain the cleanliness of the Sixth Form areas.

**In all matters relating to the use of the Sixth Form Centre consideration of others is most important.**

## Fire Regulations

- The emergency alarm is a continuous sounding bell.
- The lock down alarm is an intermittent sounding alarm.
- The assembly point is the **AstroTurf pitch**.
- Exit by the emergency fire escape.
- Students must line up quietly in register order at the allocated place on the Astroturf and await instruction.
- All evacuation procedures must be taken seriously and Sixth Form students in particular are expected to conduct themselves in a mature and ordered manner as an example to younger students.
- If you discover a fire operate the nearest alarm, then move quickly, calmly and quietly to the assembly point, closing doors behind you.
- There are full emergency evacuation regulations posted throughout the building.









# APPENDICES

## Appendix 1: Sixth Form Contract

# Sixth Form Contract



Student Name: \_\_\_\_\_

Form Group: \_\_\_\_\_

**We understand that my son/daughter has accepted a place at Jumeirah College Sixth Form which is conditional upon the following requirements being met at all times.**

- Attend all College lessons and other activities within the Sixth Form timetable punctually, including registrations and assemblies.
- Use non-timetabled time for individual private study in the Sixth Form study room, computer suite or in the College library.
- Departure from the College site during lesson time will be previously discussed and agreed with the Sixth Form Leadership 7 days in advance of the planned absence.
- Wherever possible, routine appointments with the doctor, dentist etc. will be made outside of College hours.
- Adhere to the Sixth Form dress code by being smart, business like and presentable at all times including guidelines on hair styles, makeup, shoes and trousers.
- Meet all deadlines set for homework and coursework for all subjects.
- Behave in an exemplary manner in accordance with the College's basic expectations and at all times set a good example to the younger students in the College.
- Respect our surroundings and recognize the right of other students to study undisturbed.
- Accept and respect the authority of all College staff.
- Notify form tutor and Sixth Form Leadership in case of unexpected absence, before 7.45am on the first day of absence.

I/We agree that \_\_\_\_\_ shall meet the above requirements at all times and understand that failure to do so will result in a meeting to discuss her/his continuing education at Jumeirah College Sixth Form.

*Signed* \_\_\_\_\_ *(Student)*

*Signed* \_\_\_\_\_ *(Parent)*

*Parent's Name* \_\_\_\_\_ *(Please Print Name)*

*Date* \_\_\_\_\_

This contract must be signed and returned to your Form Tutor no later than **Sunday 6th September 2020**.

## Appendix 2: Attendance & Punctuality Policy

### ATTENDANCE AND PUNCTUALITY

Research shows that attendance and punctuality are the single most important factors in school success. Absence will impact upon your ability to maximise your potential. Occasionally there may be times when absence is unavoidable, on these occasions it will be your responsibility to catch up on all of the work missed. DSIB expectations include an attendance rate of over 98%, anything lower than 98% is unacceptable.

For planned absences your parents must complete the Authorised Absence Request form, which can be collected from reception and submit this to the relevant Head of Year with as much notice as possible. If approved, the information will be up-dated on our electronic registers. Please note, we are restricted by the KHDA as to what we are able to authorise as absence in term time. We ask that all holidays are taken outside of term time only and do not extend beyond this. Similarly, all medical appointments should ideally be made outside College working hours.

**For unplanned absences your parents should email the relevant Head of Year and Tutor before 7.45am on the day of absence.**

No student may leave the College premises without permission until the end of the College day as this will be regarded as truancy. Students who commit acts of truancy inside College or off campus, risk their College place.

As a College, we believe that punctuality displays a person's respect for people and time. Being punctual is an indication that you are a reliable person and respectful of others. It is important to set positive patterns for the future and the development of such habits develop at a young age. All students should have passed through the entrance gates at the latest by 7:42am, the side gate will close at 7:42am prompt. Students who arrive after this time, will be recorded as late.

Sanctions for late arrival are as follows:

- 2 x late in one week - Thursday afternoon pastoral detention.
- 4 x late in one month - Thursday afternoon pastoral detention.

Pastoral detentions take place on Thursday afternoons from 1pm-2pm in the Sixth Form study area; you should bring homework to complete. Detentions are supervised by Heads of Year, one missed detention will result in a lunch break detention, any further missed detentions may result in short term exclusion.

A persistent pattern of lateness could result in a short term exclusion from the College or eventual non-enrolment for the following academic year.

<b>My Attendance</b>	
<b>Term 1</b>	<b>%</b>
<b>Term 2</b>	<b>%</b>
<b>Term 3</b>	<b>%</b>

Appendix 3: Acceptable/Unacceptable Shoes

## Examples Of Acceptable School Shoes



## Examples Of Unacceptable School Shoes

**Canvas, trainers, pumps, vans, designers, ankle boots, boots, converse any type, sandals.**







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