Co-educational | Ages 3 - 18 | Day & Boarding | 300 Years of Education

RISHWORTH
SCHOOL

The Rishworth Sixth Form Handbook



The Ultimate Sixth Form
Guide to Rishworth School

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"At Rishworth, I feel free to be myself."

Welcome

Welcome to Rishworth School Sixth Form



It gives me enormous pleasure to welcome all our Sixth Form students at the start of this academic year. Our objective is to empower each of you to gain personal and academic success within our supportive environment.

Sixth Form is your first step towards independence. We are delighted that you chose Rishworth School for this step of your journey and emphasise that whilst more onus is put on your own learning, we offer a dedicated team of staff and tutors to support you throughout. Your elected subjects of study will require dedication, hard work and resilience at times. Sixth Form study is demanding and you are expected to complete the recommended hours of independent study that your subject teachers advise. You will be taught how to think critically, improve your communication skills and learn how to analyse effectively. As a student, you need to make use of your study periods to balance engagement and enjoyment in broader school life with academic success.

To support your academic subjects, we can offer you opportunities you would not have access to elsewhere. We are expecting you to taken advantage of the wide range of extra-curricular enrichments and extension activities we have on offer from the Medical Society to Senior sports teams to Funk Band to Subject Support for KS1& 2. These are designed to help develop your passions and interests that will lead you to the next step in your educational journey and equip you with practical skills, whilst enabling an escape from study to look after your mental health.

We have also established links with our junior school, local businesses and Old Rishworthians that enable us to help you gain valuable insight into future career pathways. We will provide advice and visiting speakers to assist with key career choices whether that be pathways to University, an apprenticeship, a degree apprenticeship or into the working world.

Our Sixth Formers are the pinnacle of our school; you lead by example – Res Non Verba. I have no doubt that you will want to fulfil this motto and fully expect that you will embrace all the wonderful opportunities that are possible in our school community, in a manner that reflects positively on the school, your family and yourself. I am extremely proud to be the Head of this Sixth Form and hope that you are equally proud to be a Sixth Form student at Rishworth. Rishworth is an amazing place to study and I hope you have a great two years.

Linda Wood, Head of Rishworth Sixth Form

"Mrs Wood is supportive and caring."

Meet the Staff



Mrs Marshall

Deputy Head of Sixth Form

Mrs Marshall brings a wealth of experience and leadership to her role as Deputy Head of Sixth Form, having served as a Sixth Form tutor for three years before stepping into her current position in 2022. She is also the Curriculum Area Manager (CAM) for Humanities, overseeing subjects including Economics, Business, History, Geography and Psychology, a role she has held for the past five years. Mrs Marshall is the school's UCAS and Apprenticeship Coordinator, providing expert guidance on university applications, Oxbridge pathways, and super-curricular enrichment. She also leads the Extended Project Qualification (EPQ/HPQ) programme, supervising students through independent research projects that develop critical thinking and academic writing skills. With her strategic oversight, pastoral care, and commitment to student success, Mrs Marshall is a cornerstone of the Sixth Form team.



Mrs Handley

Sixth Form Tutor

With over 25 years of experience teaching A-Level, Mrs Handley brings a wealth of knowledge, dedication, and insight to her role as a Sixth Form tutor. She has spent 13 years supporting Year 12 and 13 students, guiding them through the academic and personal challenges of post-16 education. Mrs Handley is also a seasoned examiner for both AQA and Edexcel, offering students invaluable insight into exam expectations and techniques. Mrs Handley is the CAM for Science at the school. She also proofreads CGP revision guides, contributes as an author for PiXL, and leads the school's Medical Society.

"All the staff provide outstanding and helpful support."

Meet the Staff



Mr Taylor

Sixth Form Tutor

Mr Taylor brings a dynamic blend of academic expertise and real-world experience to his role as a Sixth Form tutor. With 11 years of A-Level teaching under his belt and 2 years working in the field as a geologist, he offers students both depth of knowledge and practical insight. As an examiner for AQA and Edexcel, Mr Taylor provides students with a clear understanding of what examiners are looking for, helping them to refine their technique and boost their confidence. Mr Taylor is passionate about student development beyond the classroom. He leads the EE Young Farmers group, supports A-Level Biology revision, and is the lead teacher for VESPA—a framework that helps students develop the mindset and habits needed for Sixth Form success. His work also includes creating revision technique resources tailored to individual learning styles.

Mr Stone

Sixth Form Tutor



Mr Stone has been teaching Level 3 BTEC Sport since 2016, and his track record speaks for itself: a 100% pass rate with consistently outstanding grades since introducing the subject to the school. Since becoming a Sixth Form tutor in 2021, he has provided extensive guidance on work placements and organises an annual trip to Leeds Beckett University's Sports Science Department, giving students valuable insight into university-level sport and career pathways. Mr Stone's passion for sport and education, combined with his commitment to individual student success, makes him a highly respected and approachable member of the Sixth Form team.

"My form tutor is incredibly supportive and inspiring."

Our Facilities

The Sixth Form Centre is the heart of Sixth Form life. Equipped with classrooms, social spaces, tuckshop, bookable quiet study rooms and group work study rooms, the 6th form centre is your space to both enjoy and work productively in. Please ensure you treat the area with respect and inclusivity to all. All students will register in the 6th form centre twice daily for a check in with tutors.

The 6FC will be open from 8.00am during the week.

Library

The library is a key resource for 6th formers. The quiet study tables and access to computers make it an ideal workspace. The library is accessible to all 6th formers during study periods and students are expected to sign up to at least one regular library study period weekly.

The Gym

Our on-site gym is a useful place for students to unwind and release some serotonin. The facility is bookable to all 6th form students before, during and after the school day, subject to staff availability. Full school PE / training kit must be worn in the gym.





"I love having our own space to study."

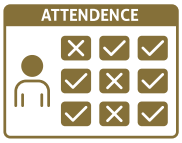
The School Day

The Daily Routine

8:40 am	Morning Registration
8:45 am	Every Friday: Assembly Mon, Tues & Weds: Tutorial / Assembly Thurs: Team Meetings
9:00 am	Period 1
10:00 am	Break
10:20 am	Period 2
11:20 am	Period 3
12:20 pm	Lunch and Enrichment
13:30 pm	Afternoon Registration
13:40 pm	Period 4
14:40 pm	Period 5
15:40 pm	Buses or EE

"Every day brings new and exciting opportunities to get involved."

Attendance



Registration & Attendance

Registration happens in tutor rooms in the 6FC at 8.40am and again at 1.30pm. It is a legal requirement that students on site register at these sessions when they are on school grounds. Students are expected to attend school on time and parents are expected to ensure that this happens.

If you are arriving after 8.45am you will be registered as absent by your tutor and so **you must sign in at Reception.**



Student Absence from School

If you cannot attend school due to illness etc or if you are going to be late, please ensure that your parent or guardian:

1. Contact the School by phone (01422 822217) or e-mail (admin@rishworth-school.co.uk) between 8.00am and 8.30am.
2. Confirm by letter or email, your illness so we have accurate records.

If you have an event planned which requires you to miss part of a day or more, your parents or guardians will need to complete and submit a Student Leave of Absence Request form to gain permission from the Headmaster and the Head of Sixth Form to do so. This includes driving lessons, medical appointments and external tests.

If you feel unwell during the school day and want to miss a lesson or go home, you must first go and see the School Matron who will decide on the most appropriate course of action.

Study Expectations

School Work must be a top priority. Your goal is to achieve the very best results you can by the end of the Y13. To do this you must work consistently hard throughout the two years. Each week, you should aim to complete an hour of independent study to every hour taught in class.

Independent Study is an essential part of being successful. This may include completing set work; reviewing class notes; creating revision notes or summaries; creating flash cards; reading around the subject; completing practice questions or using revision guides. A Level and BTEC qualifications are a demanding and rewarding challenge. To study effectively you need:

- An effective study space with self-discipline against distractions
- Good time management strategies to meet deadlines
- Seek feedback – both written and verbal can help you achieve
- Use a range of techniques and resources – different revision techniques work best for different subjects.

Helpful Online Revision Tips

"My teachers provide additional support and guidance during lessons."

Academic Progress

Progress Week Exams

Your effort, progress and attainment will be reviewed formally with Progress Week exams. In the Lower Sixth, there will be three, one in each term, while in the Upper Sixth, there will be two, one in each of the first two terms.

In-Lesson Assessments

Subject teachers will use in-lesson assessments throughout the two years of your Sixth Form to assess progress and inform target setting.

Following Assessment

Subject teachers and Tutors will go through the key action points following assessments so that effective progress is made. When performance grades are below where they should be, a variety of supportive interventions will be used.

Lower Sixth

End of Term Reports at the end of the first two terms, with a Parents Evening and Meet the Tutor in the summer term.

Upper Sixth

Parents evening and Meet the Tutor in the first two terms following the Progress Exam Weeks.

"The Independent Study time provided is extremely beneficial."

Career Pathways

University Applications

We will formally start introducing university applications in the Lent Term of Y12. All students are actively encouraged to participate in opportunities that will help build their CV, such as Leadership opportunities, the EE programme and also Work Experience in Year 12.

For those applying to university:

Students will be provided with the Rishworth School UCAS Guide and there is a comprehensive programme of support sessions throughout the following terms to ensure that the best possible applications are made. We also do an annual visit to Leeds Beckett University to attend the UCAS Exhibition in June.

The following is the key online resource we will use: www.ucas.com

The UCAS website provides information about courses, how to apply, guidance on writing Personal Statements. There is also a Parent Section to inform parents and guardians of the process as well as an in-house parental talk to explain how UCAS works in the Lent term.

Apprenticeships and Degree Apprenticeships

The process of applications differs from one apprenticeship to another. There are annual events held in Calderdale and neighbouring Local Authorities which students who are looking to follow the apprenticeship route are informed of and encouraged to attend. Competition for Post-18 apprenticeships is often very fierce. Students expressing an interest in this route will be supported in the application process and can also benefit from mock interviews.

Employment

Students hoping to get a job post-16 will again be supported in this route. Throughout the two years, students will have received guest speakers on applications; interview techniques and communication skills. Our work placement week in Trinity term aims to place students into the fields of work that they are interested in and often leads to further opportunities.

"The teachers support me in shaping my future."

Career Pathways

Work Experience

The Year 12 Work Experience Week is an important part of the Enrichment and Extension programme. Miss Hope, Careers Coordinator, will work with the Year 12 students and 6th form tutors to organise a week of experience which is ideally relevant to apprenticeships, university courses or jobs which the students are interested in eventually applying for and which will therefore help to support applications. As part of the week, students will keep a log of what they have done and learnt. Students will also have careers advice fortnightly in tutor time on Wednesday mornings. In Michaelmas term, students are able to sign up to an Industry Insight day that can lead to further work experience opportunities later in the year, and possible apprenticeship courses.





"Work experience gave me valuable insight into life after school"

Opportunities



As young adults, we rightly expect all Sixth Form students to display a positive example in all aspects of behaviour including appearance, punctuality and work ethic. The younger students will look up to you so your example and behaviour must be exemplary.

All Sixth Form students should help to promote the Sixth Form to the younger students by being an effective role model and by assisting at Open Events.



Although putting A Level and BTEC study as a top priority is vital, all Sixth Form students are expected to take a full and active role in school by taking advantage of the many opportunities to build up skills such as teamwork, organisation, resilience, leadership and problem-solving. Enrichment and Extension opportunities include Sport, Charity events, the Duke of Edinburgh Award (at Bronze, Silver or Gold), The Medical Society, Enhanced Project Qualification (EPQ), Subject Ambassadors; Leaders in Enrichment Activities and Prefect responsibilities to name but a few.



In addition, students are actively encouraged to take up the many workshops and trips that are available to them such as the New York trip; sporting events; University open days; careers fairs; university and apprenticeship fairs, theatre trips and many more. These are all designed to enable students to become confident young adults, developing good character, cooperation skills and widen their experiences of the world, leading to happy, well-rounded individuals.

"Every trip we take is truly unforgettable."

Enhanced Curriculum

All students in the Sixth Form will take part in Enhanced Curriculum lessons each week which will cover a wide range of topics, skills and activities. These lessons give you the opportunity for group discussions, developing your understanding and reflect on important issues and will help you to successfully manage your own lives and help you to reach your future goals.
You will take part in regular PSHCE lessons (which includes RSE), with a strong focus on your wellbeing, relationships and careers. These lessons aim to equip you with the knowledge and skills you need to make informed choices, increase your self-confidence and to help everyone to become considerate and responsible young adults.

Year 12 Units

Health and Wellbeing
Careers
Drugs and risk education
Positive wellbeing
Health, safety and diversity
Personal finance

Year 13 Units

Relationships and sex education
Emotional wellbeing
Personal finance
Drugs and risk education
Bullying and abuse

In these lessons you will be encouraged to discuss different issues, to listen to other opinions and to share thoughts and feelings on various topics. You will develop important skills such as teamwork, researching, problem-solving and understanding the law.
Alongside this, you will have the opportunity to carry out careers research, and there will be support with UCAS or apprenticeship applications.
In Sixth Form you all have access to My Super Curricular, a website offering a one-stop shop for super curricular activities. This platform contains a wealth of quality academic resources and recommendations that will enable you to extend your knowledge and develop your intellectual curiosity.
You will have access to thousands of book recommendations, online courses, publications, links to useful websites, podcasts, videos, work experiences, competitions, university events and more all in one place. Universities now see super curricular as a compulsory element of the admissions process. Those actively extending their knowledge stand out amongst other applicants.

"The staff provide support and help me work toward my goals."

Model Student

Cooperative

Engaged

Respectful

Role model

Committed

Punctual

Organised

Pro-active



"I find it rewarding to guide and support younger students."

Dress Code



Rishworth Sixth Form is a place where individuality and diversity are embraced and where students have the space to express themselves, whilst fostering a professional image. Rishworth School dress code aims to ensure that students have equality and will not discriminate against students on grounds of disability, gender, race, religion or belief, sex and sexual orientation or gender reassignment. This dress code has been developed to be mindful of students protected characteristics when applying and interpreting it. School expectations are that the appearance of our Sixth Form should always be 'professional' both when in school and also when acting as an ambassador of the school elsewhere.

Guidelines

Acceptable clothing should include a combination of:

- Appropriate length skirts
- Trousers including chinos
- Blouses/shirts (long or short sleeve)
- Smart plain polo shirts
- Jumpers
- Jackets or blazers
- Dresses
- Business suits including waistcoats and ties
- Sensible footwear - low heels

Students should ensure they have a blazer for formal school events such as Open Events, Prize Giving and Friday assemblies.



"I feel proud to be a Rishworth Student"

Dress Code



Jewellery and Piercing

All jewellery should be removable upon request. During PE, Food or DT lessons, it is compulsory that jewellery should be removed, covered or taped up as required.

Hair

Hair and beards should not compromise health and safety. Long hair should be tied back when handling food and in PE. Beards and hair styles should be professional at all times. Hair colour should be natural tones.

Underwear and tattoos should not be visible.

Non-Acceptable Clothing

- Lycra cycling shorts
- Lycra leggings (except for PE lessons or sports)
- Lycra / bodycon skirts or dresses
- Leisure shorts or tracksuits (unless for PE lessons or sports)
- Trainers (unless for PE lessons or sports), sliders, flipflops or crocs.
- Hoodies (unless for PE lessons or sports)
- Denim clothing
- See-through clothing
- Clothing with tears, holes and rips or that is not clean
- Low cut t-shirts or blouses
- Vest tops
- Crop tops
- Offensive badges, emblems or logos on clothes
- Indoor wearing of caps or hats



"I've developed friendships worldwide and am expanding my knowledge of various cultures."

Sports Equipment

Compulsory Clothing

- School Rugby / Hockey Playing Shirt (squads only)
- School Rugby Shorts / Hockey Skort (squads only)
- School Games Socks (squads only)
- School Navy Crested Midlayer
- School PE Shirt
- White Sport Socks
- Navy Blue Tracksuit Bottoms
- Black Swim Shorts / Trunks / Costume

Compulsory Games Equipment

- Gum shield for Rugby / Hockey (dentally fitted, strongly recommended)*
- Shin guards for Football / Hockey
- Football Boots for Football / Rugby
- Hockey Stick for Hockey
- Trainers

Recommended Equipment

- Astroturf shoes for Hockey
- Left hand protective hockey glove
- Facemask for hockey defenders only
- Rugby Scrum Cap and Upper-Body Padding
- Tennis Racket or badminton racket
- Jockstrap & Cricket Box



Optional Clothing

- School Waterproof Jacket
- Navy Blue Waterproof Trousers
- White Base Layer
- Polar Fleece Beany
- Navy Blue Fitness Leggings



"I'm passionate about netball and value the camaraderie of being on a team."

Leaving The School

Leaving the School Grounds

As a Sixth Form student, you have the privilege of being able to leave the school campus at Break and Lunch times to visit the local shops. You must sign out and then back in again, in the Sixth Forms Office, so that we have an accurate record of who is in school and out of school in the event of a fire or evacuation emergency.

Leaving School Before the End of the Day

As a Sixth Form student, you have the privilege of being able to go home in the afternoon following your final lesson or commitment if this is before 3.40pm. The Head of Sixth Form will issue you with a form to complete and sign by your parents to allow this. This is a privilege which can be withdrawn if work or behaviour is failing to meet expectations.

If you do leave before 3.40pm, you must sign out at Reception so that we have an accurate record of who is on the school site. This includes if you are going home ill.

Failure to sign in or out of school will result in the temporary removal of this privilege.

The Use of Cars

All Sixth Form students who drive to and from school during term time must complete a Sixth Form Driving Application Form. This is so we have a record of which Sixth Formers are driving to and from school and includes the conditions which need to be adhered to. Under normal circumstances, cars can only be used to travel to school and back home again – they are not to be used during the school day, including at break and lunch times. Where exceptional circumstances require a student to use their car during the day, this should be with the prior approval of the Head or Deputy Head of Sixth Form.

Those with Parking Permission are only able to give lifts to other students where the Head or Deputy Head of Sixth Form has authorisation from the parents or guardians. This is a condition set by the School's Terms and Conditions.

The School cannot be held liable for any damage to vehicles whilst parked on or near the school site. Parking is available on Oldham Road or in the designated sixth form spaces on the front drive.

"With so much available during break times, there's always something to enjoy."

Testimonials



I have loved my time here. The teachers have really helped my confidence grow.

The independence given and option to study subjects I am passionate about, make Rishworth a great experience. I can't recommend it enough!

I feel I have grown a lot as a person over my two years in sixth form

As a student-athlete, I had to balance full-time training with full time education. Rishworth made this easy, allowing on-line learning and a flexible timetable with dedicated teachers



"I loved my trip to NYC – it was brilliant"

Contact Us

Who to contact if you...

Need support?

Speak with your form tutor to discuss who is best to help you.

Feel ill?

Head to Reception and ask to see Matron.

Are going to be absent?

Ask a parent or guardian to contact the school on 01422 822217.



General Enquiries

admin@rishworth-school.co.uk

RISHWORTH SCHOOL

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Learn more