



Kind

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Headteacher: Mr G Green

February 2026

Dear Parent / Carer,

The spring term has started well, and we are moving quickly towards half term.

Autumn Reports

All students have received their Autumn report. This included Minimum Expected Grades (MEGs) for each subject and current working grades based on class assessments. We will be working with students to ensure they meet their MEGs in all of their subjects. This will include students having conversations with their teachers, form tutors and, where necessary, parents being invited in to discuss progress with the Sixth Form Team. Please discuss your young person's report with them. If you did not receive the report, please contact Mrs Harvey j.harvey@fakenhamacademy.org so we can ensure you get a copy of the report.

Home Study Applications

Students can apply for home study in which they can pick three sessions a fortnight, when they have no timetabled sessions, when they can go offsite. Students will need to meet the following criteria to achieve authorisation.

- Have good attendance (95% or higher)
- Working hard inside and outside of lessons.
- On target to meet their Minimum Expected Grades (this is defined as being one grade below the MEG or higher).

To apply for home study, students will need to complete this online form: <https://forms.office.com/e/nB0kgNc6Gh> Students will receive an email to state whether their application for home study has been successful or not. Students are expected to be on site from 8.45am to 3.20pm (except lunch and break time) if they have not been granted 'Home Study'.

Good Study Habits

All Sixth Form students have made study timetables to ensure they use their time wisely and have been a copy of the timetable to bring home to share with you. The number of hours spent studying is directly correlated to their academic outcomes. We have encouraged students to add some relaxation time and hobbies to their plans to ensure they have a balance of academic and non-academic activities. Please discuss this with your child and encourage them to follow the plan.

HOURS PER WEEK	GRADE
5 HOURS One hour per day Mon-Friday & nothing the weekend	U/E BTEC Fail
10 HOURS One and half hours per day Mon-Friday & 2-3 hours at the weekend	D BTEC Pass
15 HOURS Two hours per day Mon-Friday & 5 hours at the weekend	C BTEC Pass
20 HOURS Three hours per day Mon-Friday & 5 hours at the weekend	B BTEC Merit
25 HOURS Four hours per day Mon-Friday & 5 hours at the weekend	A/A* BTEC Distinction



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Attendance

Attendance is the key to success therefore we wanted to take this opportunity to remind you of the importance of good attendance. Students are expected to attend all timetabled sessions, this includes Registration, Enrichment and Future Skills alongside their subjects to support students' academic and personal development. If a member of staff is absent, due to illness or training, students will be set work on ClassCharts and where possible a cover teacher will be in with the class. If there is no cover teacher, students must go to S07, the Study Room, to register and complete the work set, so we have an accurate record of attendance. Students who have a good attendance of 95% or higher will be congratulated for this. Students who have attendance below this will receive attendance letters and will follow the process outlined in our policy, on our website [Sixth Form Policies and Documents - Fakenham Academy \(fakenhamacademynorfolk.org\)](https://www.fakenhamacademynorfolk.org)

Work Experience

Work experience applications are being made on Unifrog. The deadline for these was Friday 31st January. Most students have secured a place. For students who have not, they will receive support from our Careers Advisor, Belinda Ladds, to find a suitable placement.

Sixth Form Council

This half term, Year 12 students have been encouraged to join our sixth form council. Students will be voting for their council members and chair over the next two weeks. We look forward to working with these young people to continue to develop our sixth form.

Dates for Your Diary

Year 12 Geography Fieldwork - 11th & 12th February 2026

Easter Rewards event- Enrichment 26th March 2026

Break up for Easter- Friday 27th March 2026

Return after Easter- Monday 13th April 2026

Year 12 Mock Exams-13th-17th April 2026

Easter Bingo - Friday 17th April 2026

Year 12 Parents Evening -14th May 2026

Half term- 25th May to 29th May 2026

Students not in Sixth Form-Friday 26th June 2026

Work Experience - 6th July to 17th July 2026

Summer Holidays - 18th July 2026



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Online Platforms

We use a range of online platforms to give you information about your young person. You should be able to access the following platforms, if you are experiencing difficulty with this, please contact Mrs Harvey on the email address below:

- ClassCharts to report a student absence and for information on behaviour, rewards, attendance and announcements.
- School gateway App to receive letters.

Thank you for your continued support. If you have any questions or concerns, please do not hesitate to contact your child's form tutor or the Sixth Form Team.

Sixth Form Administrator: j.harvey@fakenhamacademy.org

Sixth Form Pastoral Lead: s.marshall@fakenhamacademy.org

Head of Sixth Form: l.marshall-smith@fakenhamacademy.org

Yours faithfully,

Mrs Marshall-Smith

Assistant Headteacher-Head of Sixth Form & Teacher Development