



The Performance Consequence System and Performance Improvement Plans

Sixth form learning is significantly different from that experienced earlier in the college. Students will need to become more independent, taking responsibility for the completion of more open-ended tasks and balancing a variety of demands upon their time. The transition will require guidance from staff and effort on their part. Sixth form students are also seen as role models to younger students and are expected to conduct themselves accordingly.

The sixth form operates tracking systems at various levels. Attendance, conduct and academic performance are all monitored through the 'Performance Consequence System'. The aim of this system is to be supportive to students and empower them to recognise areas where they are succeeding and areas they can improve. Appropriate interventions are scheduled into the system to allow students to overcome any difficulties they might have. These may include issuing a student with a 'Performance Improvement Plan' to address subject specific underperformance, attending after-school supervised study sessions to complete recommended work or meetings with parents to discuss course transfers or withdrawals.

The **Performance Consequence System** operates as a staged intervention system. The stages are as follows:

Stage 1 Subject staff will raise concerns about quality of work, meeting deadlines or behaviour in lessons with the student. Teaching staff that have raised the concern/s in stage 1 are responsible with the student for resolving the problem. Tutors will be notified of the concerns via slips issued in the register trays. There are record forms (in tutor tray folders – and more available from HRI on request) that can, if a tutor deems necessary, be completed with the student in response to stage 1 concerns. A tutorial discussing such concerns can help to explore and address what is happening with the student in relation to that subject or subjects. The record forms can be copied by HRI, with a copy for your tracking file and the original to be retained by the student.

Stage 2 Subject staff refer their concerns to sixth form staff for guidance and \ or support in dealing with their concerns. At this point, tutors in consultation with the Head of Year will issue the student with a **Performance Improvement Plan** and students can be invited to attend after school supervised study sessions if judged to be necessary and helpful for the student. This stage may include contact with parents \ carers. The Head of Year will determine and take action on this in accordance with the student's individual situation. The Performance Improvement



Plan targets at this stage need only refer to the subject(s) where stage 2 concerns have been raised. Students should be given a deadline in which to meet their targets. If these are completed successfully and signed off then that student will return to the beginning of the Performance Consequence System. If a student fails to complete their targets successfully in the given timeframe they should progress to stage 3. Tutors should consult with a student's Head of Year at this point.

Stage 3 If students do not respond to guidance at stages 1 or 2, sixth form staff will contact parents \ carers to raise ongoing concerns about quality of work, meeting deadlines, behaviour in lessons or attendance. Student will receive a further Performance Improvement Plan and should attend afterschool supervised study sessions.

Stage 4 If there is no improvement from stage 3, the Head of Sixth Form or Deputy Head of Sixth Form will invite parents \ carers into the college to discuss the lack of progress. Targets for improvement and a review date will be agreed during the meeting.

Stage 5 The student may be withdrawn from their exams or excluded from the sixth form or if he or she fails to meet the targets agreed at stage 4. The Head of Sixth Form informs student and parents of loss of place in the Sixth Form by telephone if possible and a letter. Careers South West are advised in order to support the student for progress elsewhere.

Copies of letter are also sent to Personal Tutor, all subject teachers and HOD/Post 16 Leaders.