

Sixth Form Weekly News - The Headlines:

- A reminder of the procedure for if the teacher is not in your lesson: the teacher will have set work to complete and unless another arrangement has been agreed, you are to remain in that lesson.
- Uniform - It is a requirement to wear a suit for all students. If you forget a suit jacket, please go to Mrs Pasa. These should not be left in your car!
- Lanyards- these must be always worn. It is a safeguarding requirement. It is the same for staff.
- TSS – to reiterate:
 - 1) TSS is for Silent Study – this means that people in the booths also need to be quiet. If you want to chat, or work on a project together, please use the canteen or the common room.
 - 2) There is a seating plan in place for a reason. By now, you know who you sit with, so please stick to it and don't try to sit with other people. The actual location of the table may change where you sit BUT the people should remain the same.
 - 3) Sit in the seating plan immediately at the beginning of the session – treat this like any other lesson. You should not be socialising in the booths when the session has started
 - 4) Please sit in a professional manner – not with legs up on the seats or benches.
 - 5) You can't use the Booths when you have a free but you may ask to join TSS
- If you know you are going to be absent from a lesson for a test, trip or appointment, it is courteous to email the teacher and explain you will be absent. You will be expected to catch up on missed work.
- Please remember to record your absence on Class charts by 8.45am so it can be picked up by attendance
- Microsoft Form for signing in and signing out can be found here - <https://forms.office.com/e/rYHXm0Z7pC>. Please remember that you must be signed in with your school email address. You also should go to Mrs Pasa to sign in.
- Year 12- please remember you should be still trying to sort out your Work Experience if you haven't already. Speaking to family member and family friends is the best way!

Upcoming dates:

- Deadline to find work experience- 7th June 2024
- Personal Statement workshop for all applying to Russell Group Universities- 12th June- details to be sent
- Year 12 PPEs- WC 24th June 2024
- Year 12 Work experience- 15th-19th July 2024



Work Experience information



As you know, work experience week is the 15th-19th July.

The deadline for finding your placement is the 7th June 2024. You need to have the placement organised for then. If you don't you will be allocated the school work experience

There are some opportunities that have arisen this week that are worth a look. See below for details- these have also been e-mailed to you:

- Nuffield Health (Gym/Sports/Leisure)- Contact Name Bianca Challs
- Pines Veterinary Clinic- Contact Callum Patterson
- Syngenta- Contact Chris Martin- useful for Chemists/Biologists
- Norden Farm Centre for the Arts- amelia.wall@nordenfarm.org
- UCB Work in Science Week- This presents an exceptional chance for students specializing in physics, chemistry, or biology. Participants will engage with various STEM professionals, delve into laboratory practices, and gain insights into both the pharmaceutical and research industries.

- Dates: Tuesday 16th - Friday 19th July
- Timings: 9am to 5pm daily
- Location: Slough
- Application form: bit.ly/UCBWISW24

How should I approach?

- You can email, phone or visit the company in person.
- Not sure who to contact? Usually it's the HR (human resources) department of a company.
- Demonstrating good communication skills will put you at an advantage when seeking WEX placements (your email is more likely to be read!)
- Be prepared to contact as many places as possible – this in itself helps to develop your confidence, resilience and versatility.

How should I write an e-mail?

- Have a relevant subject line.
- Start with an appropriate greeting.
- Keep your message short and concise, but with relevant information.
- Be consistent with your font.
- Write a simple closing.
- Do a final spelling and grammar check.
-

Check which email address you are using. If you are using your school account, then a reply may not make it through the filter.

What should go in your CV?

- Your name and contact details
- Skills and personality traits that show you are a fit for the job description advertised (remember the starting activity??)
- Your education and qualifications
- Past jobs and work experience
- Interests that show the 'whole person'
- Referees – people who can back up what you say on your CV

Reminder of Work Experience Advice

What should I say?

1. The reason for contacting them (or the company. You might ask if they could forward your email to the relevant person).
2. When the placement would take place. Monday 15th July to Friday 19th July 2024.
3. Why you would be a good WEX applicant.
4. What you're hoping to gain from a placement at their company.
5. You may wish to attach a CV (more on this tomorrow)

Signing off:

1. I look forward to hearing from you.
2. Sincerely
3. Kind regards

Remember- start contacting companies now! Do not leave it until the last minute. Any help needed please do speak to your tutor, Mrs Kalinowski or Mr Ging.

Previous Work Experience

The following companies have all offered work experience in the past. If you have not organized your work experience, please look at this list and contact these companies

1to1 Special Needs Care
24-7 Games
5874 design
Abbott
Abbott Pharmaceutical
Abbvie Ltd
ACF Plumbing & Gas Ltd
Addington School
Adecco Recruitment
Adelante Software
Adobe-Legal Dept
Age Concern
Air Intelligence
Alwyn Infants
Amadeus
Amble glo
Angus Macmichael Property Refurbs
Apollo Cars
Arbileads Ltd
Ashby Giles Photography
ASOS
Aston Bond Solutions
Avenue Cookery School residential in London
Aviron Associates
AVIS Budget Group

Balfour Beatty
Bamboo Rose
Baxterstorey Ltd
Bayer Plc
BBO Recruitment Ltd
Bisham Abbey (sports)
Boeing UK Ltd
Bottomline Technologies Santander
Boyn Grove Dementia Day Centre (Optalis)
BP
Bracknell-Wokingham college
Bray Pre-School
Braywick Nature Centre
Bridge Consultancy
British Airways
British Heart Foundation
CGES Limited
Chanel Ltd

Chelsea & Westminster Hospital
Commonwealth Wargraves Commission
Complete Angler
Connect News & Media
Consultus International
Cookham Dean Primary School
Cookham Rise Primary School
Corin Johnson
Corporate Project Solutions Ltd
Costa coffee
Courthouse Junior School
Cowdery's of Cookham
D B Driveways
DBF Events
Debate Chamber Ltd
Dell Corp LTD
Dial a car
Donald Reid Accounting
Dr Davies & Partners
DRS Bonds

Turpins Green Designs & Westminster Uni
Hall Place Veterinary Centre
Hamcarland
Hammersmith Hospital
Harrow Churches Housing Association
Heatherwood NHS Hospital
Heritage Healthcare
Hertfordshire Constabulary
Highways England
Hillingdon hospital trust
Hitachi
Hives Architects LLP
Holiday Inn
Holy Trinity Primary School
Hutchinsons stop-choc

Elizabeth House
Ellesmere Port Canal & River Trust & Boat Museum
Equity Networks
Eton Summer School
Everglade Windows
Extreme Networks
F>S>T Marlow
Feet First
Fix-An-Auto Ltd
Flying Food Ltd
Fontana Art & Design Ltd
FPJS
FST
Furze Platt Junior School
Furze Platt Site Team
GE
Golin No2
Goodhew Design and Build
Gordon Dadds LLP & Summer School Uni of Nottingham
Great Marlow School
Great Western Railways
GSK

Immediate Media
Incloud Solutions
Informed Financial Advisors
Insite Track
Institute of the Motor Industry
International Assoc of Lighting Designers
Invesco Perpetual
iPro Football Coaching
J & J
J+C Auto
JBC Autos
JDA
Jetwin engineering
John Lewis
John Lewis (Odney Club)
Jones Lang Lasalle (JLL)
Justins Car Restorations
K & N Builders
K PHarmacy
Keycircle Pharmacy
KFC
Knowl Hill Cattery
KPC Protim Solignum Ltd
Kumon
Lancaster Rover
Legacy Leisure
Leightons Insight
Leightons Insight Opticians

Microsoft UK HQ
MIND Hillingdon
MJ Decorators
msi trade centre
Nal Von Minden
National Trust
National Trust Clivedon
Nationwide
Neighbourhood Woof
Neil Souter Ceramic Tilers
nex group
Nexus Pictures
NHS Frimley Health Foundation Trust

Lewis Berkley Ltd
Lincolns Inn
Liquid Leisure
London Court Chambers
Long Tall Sally
Lotus Cars Ltd
Lowbrook Academy
Lucid Direct
Mabrouka Events Ltd
Maersk
Magnet leisure centre
Maidenhead Advertiser
Manor Green School
Maria Ashby Giles Photography
Marlow Physiotherapy
Mars Chocolate uk
Mastermodels
Matches Fashion
Matta
MC Electrical Services
Mccormick
McKinsey & Company
McPartand HA
MCS Global
Media Nerd
Mediacom
MET Police
MHA Maclntyre Hudson

Nusrat Group Ltd
Nutmeg
O2
<u>Oculus</u> Facades
Odds Farm
Office of the Rt Hon Theresa May MP
Ogilvy
Old Primary School
Old School Catering
Oxfam <u>Carity</u> Shop
Page Group
Pakenham Education
Peace Autos
Petr Constructions
Phoenix Group
<u>Pharmacy</u> in Cookham
Places for People
Pow Wow Bot
<u>Proddow</u> Mackay Solicitors
Promotes Sports and Fitness PR
Quantum Mobile Homes Ltd
Quick International
<u>Ratspace</u> cyber security
RBWM Council
Reading Uni, Chemistry dept
Richard Pinches Photography
<u>Robosoup</u>
Ruach Kitchens, Westerham

S W Services
Sainsburys PLC
Saint Edmund Campion Primary School
Salesforce
Sam Thornton Personal Training
Santander Bank, Maidenhead
SAP (UK) Ltd
Signet Jewellers Ltd
<u>Sionic</u> advisors
SITU Living Ltd
<u>Smarthut</u>
Smile Dentistry
<u>Softools</u>
SOVA Capital (investment bank)
Specsavers

<u>Spencers</u> roab IT Ltd
Splendid Marketing Ltd
SSE
St Edmund Campion Primary School
St Marks Physiotherapy
St Mary's (Maidenhead) Primary School
St Nicola C of E Combined School
St Piran's School
Stow UK Ltd
Stubbings Property Marketing
Suck UK
<u>Summerleaze</u> Vets
Surry Summer School
Talk Telecom
Technology Law Firm
Teddies Music Club
Temple Pro Golf Shop
<u>Tenthree</u>
Thames Hospice
Thames Valley Chamber of Commerce
Thames Valley Landscapes
The Duke of Edinburgh's Award Company
The Ferry, Cookham
The Gym Joint
The Office for National Statistics
The Rank Group Plc
The Safe Insurance Agency
The Yacht Harbour Association Ltd
Three UK Ltd
TIC Shepton Mallett
TNR PA Group

Toms Shoes
Toni & Guy
Tony Sheldon Travel Agents
Topshop Maidenhead
Trent Property Services Ltd
Tumble Tots
UCB

UK Line
UK Live
UK Orient Estates Ltd
UK Technics
Underwoods Group Ld
University of Edinburgh
Value Chain
Virgin Experience Days
Virgin Media Corporate Division
Kelperland Veterinary Centre
VV Sales
Waitrose
Waitrose IT Dept Bracknell
Wessex Primary School
Wessonon UK
West 4 Flowers
West London Aero Club
Wexham Park Hospital
White Waltham CE Academy
Whitehall
<u>YES</u> Lifecycle Marketing

As you can see, this is an extensive list! Hopefully, this is useful for you if you are struggling to find a company in the field you are looking for. Do let me know if you have any questions

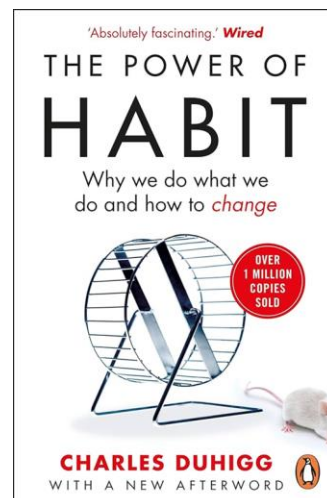
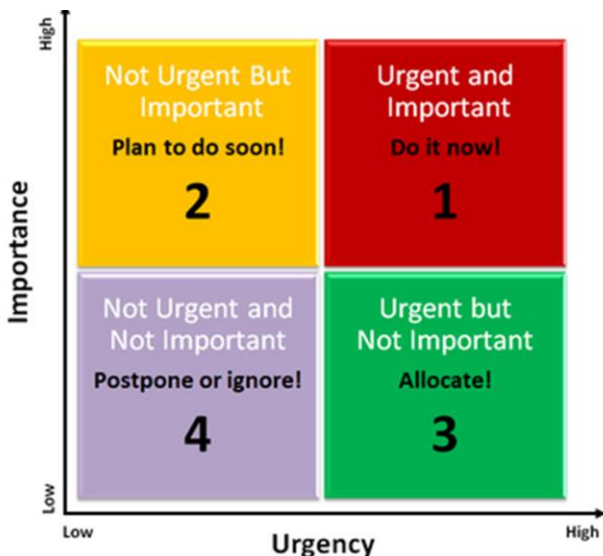


Happy Half term

I cannot quite believe that we are almost in the final term of Year 12! Next term is a busy one with personal statement writing, making choices for post sixth form provision, Head Student allocations, PPEs, trips, Sports Day and work experience. Therefore, the assembly today, was a reminder of best practice for study and self-management; all of which has been discussed throughout the year, but reminders are always helpful!

TOP TIPS

- Cues- get yourself ready to study. Set up your desk, organise your work, find a quiet space.
- Routine- get into the habit of good routines which you stick to. Repeat the routine that is working for you.
- Reward yourself for work you have done. This could be seeing friends, going for a walk, watching something
- RAG rate your topics in your subjects- this will give you an idea of where to start.
- Use the Horsforth Quadrant (see below) to prioritize your jobs, this could include personal tasks
- Bridging the gap between Knowledge and application
 - Identify your common mistakes from marked work, feedback, past papers
 - Over rehearse to correct knowledge
 - Practice applying this to your work
 - Repeat
- Use of study skills- flash cards, quizzes, past papers, brain dumps, Cornell notes, pre-reading, peer testing
- Speaking with teachers and using subject clinics





Personal Statements

In PSHE you started to look at personal statements and what a personal statement should include. I have also sent this via e-mail so you can look over this session in your own time. However, I wanted to mention here where you can go for help and the next steps for your personal statements.

REMEMBER- everyone should be completing this, regardless of if going to University or not as you can use it for applications and covering letters.

Places you can go for help:

- UCAS: <https://www.ucas.com/explore/search/advice?query=personal%20statement>
(loads of guides and support on this page)
-
- The Uni Guide: <https://www.theuniguide.co.uk/advice/personal-statements/writing-your-personal-statement>
-
- Specific universities (this example is from Aston university):
<https://www2.aston.ac.uk/study/advice-on-applying-to-university/examples-of-personal-statements>

NEXT STEP

1. In form time after half term, we will be continuing with the planning of your PS with the support of your tutor.
2. You need to continue researching, looking at the websites identified to support you.
3. You need to start writing your personal statements- deadline 22nd July 2024



Paid 3 week summer internship with Zenopa

Are you hoping to get a degree apprenticeship in Business after Sixth Form?

If yes, then a summer internship with Zenopa could be a great stepping stone to achieve that.

Zenopa in Penn, High Wycombe are looking for 4 interns for their summer internship programme.

What will you get?

£250 a week

Minimum 3 week internship

Invaluable experience in an office

Learn more about the degree apprenticeships they offer

Network and meet people

Boost your CV and apprenticeship applications

The role

On a day to day basis, you'll be working within a team to deliver recruitment services to a range of primarily Healthcare and Scientific businesses. You will be mentored by a current degree apprentice, providing a great insight into life as an apprentice alongside gaining some great commercial experience

What do you need?

Reliable daily transport to HP10 8EG

Minimum English and Maths GCSE Grade 5

Interested? Apply here: <https://zenopa.com/job-post/2024-summer-internship-life-science/73041/>



GOV.UK

Student Finance

If you would like to go to university, but not sure how you will afford it, here is some useful information: <https://www.gov.uk/get-undergraduate-student-loan>

Please note, that if you are applying for medicine or dentistry, you may be able to apply for an NHS bursary, depending on your circumstances. Find out if you are eligible and more: <https://www.gov.uk/nhs-bursaries>

And the same for those applying for social work: <https://www.gov.uk/social-work-bursaries>



Wincanton

Are you considering a career in Logistics?

Virtual work experience | 01-03 July | 10am- 3pm

Logistics is not just an important industry but an essential industry. It's everything and anything to everywhere and anywhere. As well as being parcels to your door and cargo around the world, it's also food on the shelves, medicine to the sick, aid to the needy. Logistics is an area where the impacts are real every single day. Join this virtual work experience to learn more about the industry, key skills needed in the workplace, tips to help you when applying for jobs and how you can start your career at Wincanton.

Please note you would need consent from parents and Mr Ging/Mrs Kalinowski to miss school for this.

You can find out more about the company here: <https://www.wincanton.co.uk/>

[Find out more & apply here by 03 June](#)



Or a career in Accounting?

Virtual insight session | 08 July | 9.30am-12.30pm

Want to find out more about careers in accounting? MHA is an independent accountancy firm working internationally. Join them to learn more about working in accounting, gain an insight into transferable skills needed in the workplace and meet professionals working in the field who will share their experience and knowledge. You'll also learn how to market yourself as a professional and get top tips on applying for accounting roles.

Please note you would need consent from parents and Mr Ging/Mrs Kalinowski to miss school for this.

You can find out more about the company here:

<https://www.mha.co.uk/>

[Find out more & apply here by 17 June](#)



VIRTUAL INSIGHT TALKS – IDEAL FOR YOUR FREES OR IN TSS

Working in History and Heritage
with Anna Keay, Director, The Landmark Trust
| Virtual broadcast | 10/06/24 | 10-10.45am

Register here by midday on 9th June
<https://tinyurl.com/2p8wcu7v>

Love history? Have a look at the career of an architectural historian! From uncovering hidden stories within historic structures to preserving cultural heritage, discover the rich tapestry of opportunities within this captivating field. Whether you're passionate about history, design, or storytelling, join us as Anna shares her expertise and offers invaluable insights into her journey. Click here to register a class or cohort of students.



The importance of financial literacy
with David Sproul, Chairman, Starling Bank
| Virtual broadcast | 06/06/24 | 2-2.45pm

Register here by midday on 5th June
<https://tinyurl.com/msuk8rds>

Join David for an engaging broadcast as he explores the significance of financial literacy. Geared towards students, this session will delve into essential money management skills, empowering young minds to navigate the complexities of personal finance confidently. Covering budgeting basics and understanding the importance of saving, students will gain invaluable insights.





The Bridge Programme with The Talent Foundry

A series of workshops & a summer residential to prepare you to apply for Level 3 and 4 apprenticeships with M&G Plc in London, the savings and investment company.



Why sign up? You will:

- Receive training and coaching from industry professionals
- Boost your CV
- Gain skills and confidence
- Visit the M&G offices in London and meet current employees and apprentices
- Have 1:1 coaching sessions to help you ace your apprenticeship application

Find out more about what M&G Plc do here: <https://www.mandg.com/> and apply for the Bridge Programme here: <https://tinyurl.com/5h5s77dy>

Thinking of going to a local university?

Buckinghamshire New University are hosting their Open Day on Sat 8th June on their High Wycombe and Uxbridge campuses. Book your place here:

<https://www.bucks.ac.uk/study/undergraduate/open-days>



BUCKINGHAMSHIRE
NEW UNIVERSITY
EST. 1891

Want to know more about roles in the creative industry, including design, visual effects, film, music and more?

Join the free on-line information session for students and parents with Speakers for School on Tues 25th June from 6.30-7.30pm. Guest speakers will include Into Film, One Dance UK and Sarah Juliet Costume Design. Sign up here:

<https://tinyurl.com/5hekrkns>



OneDanceUK

A Day In The Life Of...

This week I am excited to launch the series *A Day In The Life Of...*

Every week, a different professional will share an insight into their role, their qualifications, what they do, how they got into it and much more... This week we kick off the series with **Angie Faires, Head of Marketing and Engagement for the Historic Royal Palaces**, so please make sure you read all about her on the next page...



HISTORIC ROYAL PALACES



Angie Faires

Head of Marketing and Engagement for the Historic Royal Palaces

I'm responsible for

Promoting the six historic sites we look after (Tower of London, Hampton Court Palace, Kensington Palace, Kew Palace, Banqueting House, Hillsborough Castle and Gardens) encouraging people from all over the world to visit us and discover the stories of the buildings and the people who made them famous. We're an independent charity receiving no government funding, meaning we need to generate in excess of £80m each year, the majority of which comes from day admissions to the palaces.

I got my job

After studying for my A-levels in French, Business and Geography, I went to Lancaster Uni to study French and Marketing. I started my marketing career in an advertising agency working in the Creative/Production team, before going on to work in TV for the likes of ITV and the BBC. I later decided I wanted to apply my marketing skills working in the not-for-profit sector and went on to secure a role as Marketing lead for the RHS – a gardening charity promoting the positive mental health benefits of spending time surrounded by nature and green spaces. After four years, I was approached about moving into the heritage sector and haven't looked back since.

My typical day

My alarm goes off at 6:15 and from then it's organised chaos involving numerous different breakfast requests from my two kids and negotiations about shoes/teeth brushing before the school run.

Work starts at 9am, usually from my desk at Hampton Court if I'm not working from home. My day depends on deadlines and meetings but ranges from brainstorming new campaign ideas and reporting on our trading performance to attending photo shoots and project meetings. Meal-times are less structured and tend to be constant stream of carb-based snacks!



HISTORIC ROYAL PALACES



What makes a good marketer

There are lots of ways to get into marketing. I studied it at degree level but know loads of people with degrees in psychology, English and History that also work in Marketing. Plenty of them did qualifications at a later stage like the CIM and DIM. In terms of skills, you need to be creative but also analytical and also a multi-tasker!

With the advent of digital marketing and the power AI is bringing, the science of marketing is becoming more and more important.

How AI is impacting our work

Huge! AI is here to stay so from a marketing perspective I'm encouraging my team to embrace it rather than be scared of it. It opens up the potential to do our jobs differently and more efficiently in terms of data optimisation and automation. I don't believe it will replace marketers any time soon though, since it can't cope with emotion and building emotional connections to brands is at the heart of our roles.

Covid's legacy

Covid-19 had a massive impact on our sector. We rely on overseas tourism for 60% of our income which literally evaporated overnight. But the heritage and tourism sectors have bounced back and recovered almost to 2019 levels which is a testament to the consumer demand for cultural attractions and sites.

The worst part of my job

The bureaucracy! It's a large organisation with lots of teams and stakeholders, so sometimes it can take a while to reach consensus on projects and decisions.

The best part of my job

The people! I'm lucky to be part of a team of talented and passionate people where our job is to celebrate the lives and the legacies of the people who lived and worked at the palaces. Seeing the joy and wonder on visitors' faces when they get to experience these amazing spaces is also pretty special.

Advice to my younger self

Do what you enjoy, not just what you're good at. If you're not enjoying your studies, it's hard to keep motivated. Pick a subject you love which ideally opens doors to a range of possibilities career-wise.

My Plan B

If I had my time again, I'd be a garden designer. I love the idea of creating colourful, outdoor spaces for people to enjoy.

Reminder- Rules for Sixth Form Students

Driving Cars to School



The following information can be found here: Sixth Form Handbook

Driving lessons must not be arranged during school time. Students may however arrange a lesson immediately prior to a test. You should notify the Sixth Form Manager Mrs Pasa (mary.pasa@furzeplatt.net) well in advance when you have a test during school time.

The following rules must be observed at all times:-

- Sixth Form students who wish to drive to and from school should apply for permission from the Sixth Form Manager. Driving permit forms are available from Mrs Pasa at Sixth Form reception. Permission is ultimately at the school's discretion and should generally be sought only if other suitable forms of transport are unavailable. We encourage students to use public transport whenever possible and to walk to the school if they live nearby.
- Any student driving to school must possess a current full driving license. Students' parents/carers must confirm that the vehicle authorised for use, is fully taxed, fully insured against all risks, and has a current MOT certificate. The relevant documental evidence must be submitted to the Sixth Form Manager. Once this evidence is provided students will be able to have their personal ID badge upgraded to include vehicle gate access.
- Cars should be parked in the gravel car park near Humanities at all times. This is necessary to avoid congestion and parking problems and for pedestrian safety.
- Those students who are learning to drive should not drive on to the school site, even whilst under the supervision of an instructor.
- Sixth Form students are reminded of the importance of safe driving. The provisions of the highway code must be respected at all times, as must all legal and other provisions affecting drivers and passengers (including the use of mobile phones). No-one else's car is to be manhandled or interfered with in any way. It is specifically forbidden for any Sixth Form student to drive another student's vehicle.
- Year 12 students must not use their cars during the course of the school day. Cars must be used strictly as a means of transport to and from school. Year 13 students may leave site in their cars during free periods but may not leave site in their cars during break 1 or break 2 for safety reasons.
- Students may travel to an authorised activity with the permission of a member of staff and permission is subject to the provisions of rules 1 and 2 above. Before they travel to a school activity in another student's car, the passenger must give a letter giving permission to do so from their parents, to the teacher in charge of that activity.
- The registration number of any car which may be driven to school must be notified to the Sixth Form Manager on the pro forma provided. Any subsequent changes in the registration details of a student's car must be notified to the Head of Sixth Form in advance of it being driven to school.
- Eating in cars should be avoided, and car radios should never be left on at such a volume as to disturb others while cars are parked there. Any litter from parked cars should be deposited in the nearest rubbish bin.
- The speed limit on school grounds is 5 mph.

Any Sixth Form student who ignores and/or breaks the rules is liable to have permission to drive to school withdrawn.

Our school communication systems within the Sixth Form

The following platforms and systems are used across the school. Please get in touch (sixthform.admin@furzeplatt.net) if you have any issues with these systems.

- Parentmail – this is how information about the school will be communicated home and acts as a payment platform for trips etc.
- Classcharts – this is an attendance and behaviour monitoring tool and the only way to report absences. This must be done by 8.45am daily.
- Go4Schools – this is how reports will get home about working at grades, attitude to learning and predicted grades.
- Parents' Evening booking system – this will go live nearer the time of parents' evening and we will be in contact with regards to this.

