



# Support Systems

At Comberton Sixth Form (CSF) we believe in supporting each individual student to achieve their best. During their two years with us many students may at times need some extra support, either with their studies or personal issues. This leaflet outlines the many support services available at CSF and how to access them.

## Students with identified Special Educational Needs

Students who identify SEN needs on their application form will have their application interview with the Deputy Head of Sixth Form (support). Some students will also be invited to the college for a pre-visit in the late summer term to meet the support team and become more familiar with the college buildings if this is thought to be helpful. Students with high levels of identified SEN will have a named contact within one of the support teams, a keyworker, who will keep in regular contact with them, their tutor, subject teachers and home.

## Support systems at CSF

All forms of support for the sixth form are overseen by the Deputy Head of Sixth Form (support), Mrs Irayna Owen. Mrs Owen's office is on the left-hand side of the lecture theatre on the first floor. Students can contact Mrs Owen by email ([iowen@combertonvc.org](mailto:iowen@combertonvc.org)) or by calling personally at her office.

If students feel they would like to discuss support of any kind they need to contact Mrs Owen, who will then discuss their needs with them and arrange who would be the best person from the team to work with them.

## Support for students with an EHCP

We have two teams of highly skilled Teaching Assistants (TAs) assigned to the sixth form.

The sixth form SEND team, led by Miss Hollie Hills, is based on the ground floor in Six4.

Students can contact the team by email on [hhills@combertonvc.org](mailto:hhills@combertonvc.org) or by dropping in to Six4.

The sixth form Cabin team have provision for students with an EHCP with needs focussed on autism and are led by a team of Communication Support Specialists who can be contacted on [cabin6lead@combertonvc.org](mailto:cabin6lead@combertonvc.org). The team are based in the Cabin opposite the sixth form building and in Six4.

The TA teams provide some in class support for students with identified SEN needs and EHCPs and, depending on availability, also offer support sessions to other students. Some of these run after college hours in the Independent Study area and can include one to one work and group sessions on topics such as time management, study skills, essay writing, general organisational skills and work prioritisation. Students can refer themselves for support and tutors and subject teachers also have the option of referring students they feel would benefit from the support. Support levels for EHCP students vary depending on individual needs at any particular time and are planned individually, but always include support in some lessons, some out of lesson study support and pastoral support from a keyworker.

## Exam support

If students had special exam access arrangements at GCSE, or feel they may qualify for them, they need to see Miss Hills. Where necessary an external assessor will carry out testing for this. Access arrangements such as extra time, the use of a laptop in exams or the use of a smaller venue are given only for a specific diagnosed and evidenced need at the discretion of the exam boards. Students need to be proactive in collecting evidence during the year that they are using their access arrangements as their usual way of working.

## Emotional support

Sixth form can be a highly stressful time for some students, and we offer a range of emotional support options, both short term and long term, according to individual need. In the first instance students should contact their tutor, who has an overview of the student's life at CSF and of their welfare and can provide some excellent general support regarding, for example, exam induced stress and workload management.

All requests for more intensive, individual support need to be made by contacting Mrs Owen who will then make suitable arrangements, either through in college support (as detailed below) or through a range of external agencies.

We are lucky to have dedicated time for the sixth form for one to one intensive support from the college's Sixth Form counsellor, Anna Hunn. Anna sees students weekly or bi-weekly for a defined period, usually six weeks. Referral to Anna is via Mrs Owen.

Youth workers linked to WCCYM (West Cambridge Christian Youth Ministries), led by Susie Thomson, run a lunchtime drop in session where students can discuss any concerns they have. Individual mentoring support for sixth formers can also be arranged with the youth work team.

## Financial Support

Free School Meals are available to sixth form students who qualify for them – application is online at [www.cambridgeshire.gov.uk/freeschoolmeals](http://www.cambridgeshire.gov.uk/freeschoolmeals)

CSF will apply for Vulnerable Student bursaries on behalf of students who meet the criteria and also administers its own discretionary bursary scheme, overseen by Ms Carli Hobday. Details and the application form can be found in the Student Support section on the sixth form website and will also be emailed to all students when they have started at CSF. Students in receipt of FSM will automatically qualify for some level of bursary and should apply.