

SIXTH  
FORM  
STUDENT  
HAND  
BOOK  
2024

Welcome to CSF. We are a thriving sixth form where we look to focus on the individual, helping you to achieve personal and academic success in a supportive and dynamic environment. This Student Handbook has been put together to help you settle in to college life, providing an overview of our systems, procedures and expectations.

## The Sixth Form Leadership Team



**Mr D. Clarke**  
DIRECTOR OF SIXTH FORM

The Director of Sixth Form, Mr Clarke, has overall responsibility for Comberton Sixth Form, including the curriculum, recruitment, student progress and attainment outcomes. Mr Clarke also has a leadership role with the Trust, working to establish our new sixth form provision at Cambourne Village College.



**Mr J. Frost**  
HEAD OF SIXTH FORM

As Head of Sixth Form, Mr Frost takes overall responsibility for pastoral care, student wellbeing and the day-to-day activities within the sixth form. Mr Frost is the senior line manager for our Deputy Heads of Sixth Form and Academic Tutors. In addition, He is the Head of KS5 Drama & Theatre Studies.



**Mr S. Atkin**  
DEPUTY HEAD OF SIXTH FORM

Mr Aitken oversees our additional studies, enrichment and Personal Development programmes along with the work of the Sixth Form Student Council. In addition, he is the Head of Department for Geography.



**Mr S. Leggott**  
DEPUTY HEAD OF SIXTH FORM

Mr Leggott has responsibility for the oversight of all sixth form CIAG and the higher education application process. He also works closely with Mrs Lawson, our Careers Lead and Mrs Peacey, the Deputy Head responsible for our most able and talented provision/Early Entry. In addition, Mr Leggott is the Sixth Form Subject Lead for Sociology.



**Mrs S. Thomas**  
DEPUTY HEAD OF SIXTH FORM –  
STUDENT SUPPORT

Mrs Thomas oversees the student wellbeing and support provision in the sixth form, including mental health or medical needs and emotional support. She coordinates a team of mentors and a counsellor who work with our sixth form students to meet and support these identified needs. In addition, Mrs Thomas has overall responsibility for sixth form administration and systems.



**Mrs L. Peacey**  
DEPUTY HEAD OF SIXTH FORM

Mrs Peacey oversees the SEND provision in the sixth form, managing a team of experienced Teaching Assistants. Mrs Peacey also coordinates of our programmes to support the most able and talented students (including responsibility for the CIAG provision for both Oxbridge and Early Entry students). In addition, she is the Sixth Form Subject Lead for the Extended Project Qualification (EPQ).

**Carli Callander**  
SIXTH FORM ADMINISTRATOR

Our sixth form administrator supports the Sixth Form Manager and Leadership Team with the administration associated with the successful running of CSF. She oversees key aspects of our attendance monitoring, data management and communications.

In addition to the SFLT and teaching staff, CSF has a number of academic tutors and support staff who work with students on a daily basis. Further information about their roles and contact details can be found at: [combertonsixthform.org/about-us/staff](http://combertonsixthform.org/about-us/staff)

Settling into a new college/sixth form is not as easy as some students expect. Over the first few days/weeks it is important to:



Take advantage of all the early opportunities to meet new people.

While it might feel comfortable to stay with groups of friends from your previous setting, sixth form study should also be about 'spreading your wings'. Conversations with other students in tutor periods, assemblies and subject lessons (along with enrichment and clubs) are so important in the early days/weeks.



Find your way around the building(s)

Try to take time in the first few days to find all the classrooms on your timetable. If in doubt, there will always be someone in the sixth form office or main college reception to help direct you.



Get into the habit of wearing your lanyard/sixth form ID.

As an (young) adult in a village college setting this is a key part of safeguarding all pupils, students and staff on site. CSF students don't wear uniform and so your lanyard/sixth form ID should be worn at all times on site. Everyone will accidentally forget their ID from time to time – if this happens to you, visit the sixth form office for a temporary sticker. Without your ID, you can't register for assemblies or use photocopiers, which can be an issue.



Check that your username and password allow you full access to the IT systems at CSF.

There is more information on the most commonly used eLearning platforms elsewhere in this student handbook. In the first few days, it is vital you keep up to date with emails, as you will need to get used to not having daily registration.



Check ParentPay is working.

At CSF, our payment systems are largely cashless. Trips and educational visits, along with catering purchases, are paid for via ParentPay. Login details are emailed to you.



Aim to be punctual and attend all your timetabled lessons and activities.

Please note that your first draft timetable may show you free on a Wednesday afternoon, simply because you have not yet chosen your enrichment option at that point. On your first few Wednesday afternoons you will have a number of settling in assemblies.



Check the noticeboard outside the sixth form office daily.

CSF, like other FE colleges does not use non-specialist cover staff. If teaching staff are unavoidably absent, then your lesson may continue as normal with another specialist subject teacher. In other instances, you may be set independent study or remote learning tasks. Details are listed daily.



Avoid rushing into course changes.

Try to remember that A-Levels, BTECs and our other Level 3 courses will feel more challenging than GCSEs and you will have more advanced concepts to learn. Changing courses after just a few lessons can lead to more problems than are solved by making the change. If you do want to make a course/timetable change, you need to do the following:

- 1 Discuss the issue with your parents/carers
- 2 Talk to the subject teacher to establish the difficulty and assess your potential
- 3 Seek the advice of your Academic Tutor
- 4 Complete the relevant form (available from the sixth form office)
- 5 Discuss the situation with Mr Clarke or a Deputy Head of Sixth Form, who will help you make the final decision and sign off on any changes

As with any organisation or community, CSF does have a number of rules and expectations that create the positive environment you all need to succeed academically and thrive individually. This page aims to summarise our ethos and key expectations.

## Our Ethos

- We are all extremely fortunate to be able to work in an outstanding sixth form environment; please do all that you can to ensure we keep it in the best condition possible and use the bins provided for your litter. If you are aware of any damage, spillage or accidents let staff in the sixth form office know straight away.
- Every member of the sixth form, irrespective of sex, gender identity, race, ethnicity, religion, colour or sexual orientation, is entitled to feel comfortable and included in our environment. Any behaviour or language which makes an individual or a group in the sixth form feel uncomfortable will be challenged by staff and students and logged.
- We do not have a uniform at CSF and we want students to have freedom of expression and feel comfortable for learning, but Sixth Formers are role models for younger students and therefore it is important students dress appropriately for the context. Students should follow these guidelines:
  - The lanyard must be worn around the neck at all times and be visible (this is an important safeguarding requirement).
  - Don't wear or show any offensive words, symbols or logos.
  - Underwear should be kept as underwear; underwear should not be seen and crop tops or backless tops should only be worn with an over shirt. Strapless tops should not be worn. Skirts and shorts should be of a reasonable length and trousers/shorts should be worn so underwear is not visible over the top of the waistband.
  - Tops should be worn at all times (both inside and outside – even on hot days!)
- We expect all students to work hard and to the best of their ability, meeting all set deadlines. Your attendance to all lessons and timetabled activities is a compulsory part of your studies at CSF. All timetabled activities are registered. Significant mitigating factors apart, we expect a minimum attendance rate of 90%.

## The College Day

The teaching day begins at 8:50am and ends at 2:50pm. One day a week, students will have their tutor session or assembly at 8.30am.

The college will be open for study from 7:30am to 5:30pm. Students are permitted to leave the college site when they are not required to be in a timetabled lesson, activity or in a meeting with a member of staff.

|          |               |
|----------|---------------|
| Period 1 | 08:50 – 09:40 |
| Period 2 | 09:40 – 10:30 |
| Break    | 10:30 – 10:50 |
| Period 3 | 10:50 – 11:40 |
| Period 4 | 11:40 – 12:30 |
| Lunch    | 12:30 – 13:10 |
| Period 5 | 13:10 – 14:00 |
| Period 6 | 14:00 – 14:50 |

## Illness/Absence Procedure

If you are unexpectedly and unavoidably absent you must contact our Attendance Officer, on the day of absence, either by telephone (**01223 265470**) or by email (**sixthform-attendance@combertonvc.org**). You must also make contact with your subject teachers to ask for any work missed.

If you are planning to be absent from college (perhaps on religious grounds or for a hospital appointment) you must seek permission from our Attendance Officer or the SFLT prior to the absence. Try to avoid any appointments (e.g. driving lessons) during your timetabled lessons and activities as these absences cannot be authorised. Holiday absences during term time cannot be authorised. Remember that universities and employers will ask for attendance rates in references we supply.

## Study and Social Spaces

The sixth form has spaces available for students who do not have timetabled lessons to attend. Access to these study spaces is available from 8 am until 5:30 pm.

**Use your study periods wisely...are you here to read, study or socialise?**

Find the zone that meets your need – we have **silent**, **quiet** and **social zones**

|  |  |   |
|--|--|---|
| <p><b>Silent Zone</b></p> <p>A silent space for individual study</p> <p>No conversation</p> <p>No food</p> <p>No noise from mobile phones</p> <p><b>Location: Library &amp; Sixth Form Lecture Theatre</b></p> | <p><b>Quiet Zone</b></p> <p>A quiet space for group/individual study</p> <p>Minimal/quiet conversation</p> <p>No eating or drinking in this area</p> <p><b>Location: Independent Study</b></p> | <p><b>Social Zone</b></p> <p>A social space for individual study, eating and conversation.</p> <p><b>Location: The Core &amp; Benches</b></p> |
|--|--|---|

## Lockers

Lockers are provided for students. They are allocated to individual students at the start of the year. There is a rental fee of £10.00 per locker.

## Parking On Site

Parking for motorcycles and cars is limited on site and only available to students if you have been issued with a permit. As a general rule, parking permits are only issued to Year 13 students and Year 12 students who cannot easily access the college by public/college transport. For parking permit enquiries, please visit the sixth form office.

There is a plentiful supply of cycle racks near to the Sixth Form Centre. Please remember to lock your bike securely.

## Assessment and Progress Monitoring

Throughout the two years you will receive four progress checks and one full report. These will be emailed to you and your parents. Your progress can be monitored at all times using Go4Schools as this system provides details of individual assessment grades. In order for students to progress into Year 13 they must have achieved an appropriate standard in Year 12. For students following a BTEC course, this is the completion of all the tasks set.

## Examination Entry Policy

It is our normal practice to enter all our students, at the college's expense, for all examinations for which we have prepared them. This also applies to GCSE re-sit examinations in English and Mathematics.

Re-sit examinations are available at CSF. Students will only be entered for re-sit examinations at parents'/students' expense. The Head of Sixth Form can agree to enter a student for an additional examination for which the school has not provided preparation; in such a case the entry will normally be made at the parents'/student's expense.

In the exceptional case of a student not achieving our minimum attendance expectation of 90% or failing to prepare adequately, we reserve the right not to make the entry. This will always be discussed with the student and parents who will then have the option to make the entry at their own expense.

## Praise and Reward

At CSF we want our students to be proud of their achievements, especially - but not solely - in terms of their academic progress and performance. We also recognise and value the many areas that students succeed in outside their academic studies. We reward students to recognise and appreciate their high standards of performance and have designed our praise and reward system to try and allow all students, regardless of their talent or ability, to perform highly in one or more of the following categories.



- Commitment and attitude to learning
- All round achievement – outstanding overall academic performance
- Academic progress
- Attendance
- Community participation (both in our enrichment programme and beyond)
- Subject awards (from staff nominations at the end of Year 13)

Sixth Form students are rewarded both formally and informally in several different ways. Students can receive ePostcards (using Go4Schools) from teaching staff and Heads of Subject and letters celebrating success from the Head of Sixth Form. In addition, students who receive ePostcards and/or letters home from the Head of Sixth Form will be entered into a termly 'prize draw' and can win vouchers from a variety of organisations.

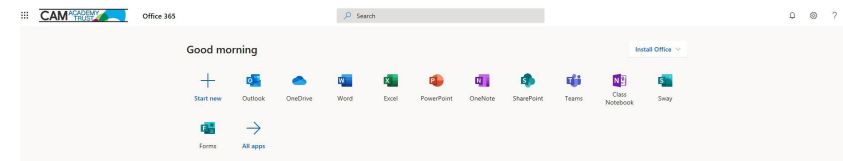
## Sixth Form Disciplinary Policy

On occasions, students may find themselves falling behind with their studies or perhaps applying less effort than they should. Like all schools and colleges, CSF has a behaviour policy in order to respond to serious and/or continued misconduct or a lack of effort. The 'contract of study' system is in place to help our students meet the college's behavioural expectations. More information can be found on our website.

A single serious breach of behaviour expectations could result in a student being required to remain at home pending enquiries into the incident. A return to college will be contingent upon a re-admission interview. It may be appropriate to invite a parent(s) to attend this interview.

In the rare instance where a student repeatedly fails to meet the expectations outlined in the Sixth Form Code of Conduct this could, in the final instance, result in a student having their CSF place withdrawn. In this case, a student would have the right of appeal.

CSF (as a member of the CAM Academy Trust) uses the Microsoft Office suite of software via the Office 365 platform. Students can access their individual account both on and off-site using the same username and password. When logging in on a web browser, you will reach this options screen. Select the appropriate logo to open files or applications.



**The CATalogue:** This is the document sharing library used by departments to share files, information and course content. Accessed via the CAM Academy Trust logo on the options screen (above) or via the link on the CSF website [www.combertonsixthform.org](http://www.combertonsixthform.org)



**Outlook** This is our email service for staff and students. We would ask you to check it daily during term time. Outlook is a key part of our communication with students.



**OneDrive** This is the home of a students' individual files. Saving files to individual computers or memory sticks risks loss or corruption. OneDrive is much safer and allows you to work on the same file in college or at home.



**OneNote** Used by CSF departments to share documents on an individual basis or by class group. You might also be asked to hand in work using OneNote.



**Teams** Used for online meetings. During the Covid-19 outbreak, Teams was used extensively for 'live lesson' content. To join live meetings, you might do this through a class group or an individual Outlook invite.



**Forms** Can be used by departments for tests or assignments. Students will often use Forms to create and conduct questionnaires or other data collection.

## Monitoring Progress, Reporting and Managing Home Learning



**Go4Schools** Students, staff and parents/carers will all make use of Go4schools to monitor progress and provide predicted grades and targets at the relevant reporting points.



**Bromcom** Used by staff to set home learning and further reading. Students will have a homepage which will show their timetable and any set homework.

## Communications and Keeping Up To Date with Information



**X** CSF uses X to keep students and the college community up to date with events. Consider following us [@combertonSF](https://twitter.com/combertonSF)



**Comberton Post** CSF use this to email subject group or college information to students, parents and carers. This is received in the form of an email.

IT Problem? Visit the SF office or email [COM-ITHelpDesk@combertonvc.org](mailto:COM-ITHelpDesk@combertonvc.org)

**Top tip!** Both Outlook and Go4Schools can be accessed via apps on a phone. Outlook emails can also be forwarded to an alternative email address.

**Enrichment**

As a Sixth Form we believe in providing opportunities with and beyond departments to engage, inspire and challenge all of you during your two years of study.

We manage this by delivering an **Enrichment Programme** of activities which all our students have the opportunity to take part in; all of which are designed to engage, motivate and develop new skills across a range of fields (including the arts, sports and education). In preparing our students for the future this weekly event provides a range of opportunities to gain new experiences, develop life skills and pursue interests.

During Year 12 you will be timetabled to attend 2 hours per week of the Enrichment Programme. How this works will be explained to you when you start in the Sixth Form, but it is important that you remember this forms an important part of your timetable as a Sixth Form student at Comberton and that the staff you work with may be asked to provide a reference towards your UCAS or future employment applications just like your other subject teachers.

**Enrichment Options**

Enrichment options for the Year 12 include:

- Advocacy
- Art
- Music
- Photography
- Theatre Production
- First Aid
- Mentoring
- KS3 Literacy Support
- Sports Teams (including Football, Rugby)
- Recreational Sport (including Badminton, Football, Netball, Gym, Dodgeball, Table-tennis)

**Personal Development**

Alongside the Enrichment Programme and throughout the year you will participate in 16 hours of **Personal Development (PD)** session. The sessions are a balance between preparing you to manage your current lives and laying the foundations for managing future experiences. There is a significant chance that you may leave home after you're a 'levels so your Personal Development sessions will ensure that you continue to learn about issues with real-life relevance particularly at this crucial transition point in your lives.

Our overriding aim is to ensure that have the knowledge and understanding, skills, strategies and attributes that you will need for independent living and the next stage of your education or career. The key areas that are covered at CSF are:

- Personal organisation and study skills
- Healthy relationships
- Personal finance
- RE & world views
- E-safety
- Mental health and wellbeing
- Preparations for your next steps
- Diversity & inclusion

There are a wealth of leadership opportunities for all Comberton Sixth Form students. These are arranged in three key areas: the Sixth Form Student Council, the Subject Ambassadors and the Sixth Form Ambassadors.

**Leadership Opportunities**

- The **Student Council** is led by two elected Student Presidents who work with the other elected council members. Although all members of the Sixth Form Council work collaboratively, the Vice Presidents hold individual responsibility for one of four areas of focus : Welfare; Equality & Diversity; Social Activities; Leadership; Community & Environment.
- Staff in each subject area name two students to be their **Subject Ambassadors** for a year – these students help support and represent the subject area at a number of key events and in a number of different ways, such as the Sixth Form Open Evening, taster sessions and lunchtime support sessions.
- The **Charity Committee** is a group of volunteers who will work together to fundraise and support worthwhile charities and organisations chosen by our student community.



| PRESIDENTS      | VP WELFARE, EQUALITY & DIVERSITY | VP SOCIAL ACTIVITIES & EXTRA-CURRICULAR | VP ACADEMIC LEADERSHIP | VP COMMUNITY & ENVIRONMENT |
|-----------------|----------------------------------|---|------------------------|----------------------------|
| Hana Batchelder | Jessie Kane                      | Sarah Dreyer                            | Melina Kontoleon       | Lily Burton                |
| Max Zerny       |                                  | Nick Rana-Beadle                        |                        |                            |

The first person to contact if you need support with any aspect of college life is your **academic tutor**. You can do this by email, in person after the fortnightly tutor group meeting or in a one-to-one tutorial. Your tutor may then put you in touch with the support team to discuss what action is best.

I would say to upcoming Year 12s that they shouldn't be ashamed to ask for help. I got all 8s in my sciences and thought that A level biology and chemistry would be a breeze. After the first chemistry test I was really upset that I got a D and wanted to leave chemistry. I felt ashamed asking for help because I thought I would be judged, but after speaking about my worries I persevered and kept going. Teachers are there for a reason, so if you need help or are struggling, speak to them.

## The Tutor Programme

Students are supported by their Academic Tutors and the Sixth Form Leadership Team. The tutor programme provides students with regular contact time with their tutor to explore and support a variety of important activities including:

- Monitoring academic progress and target setting
- Applications to university or further education
- Financial planning
- Applications for employment and techniques to ensure success
- Student health and well-being
- Making a success of sixth form studies and examination techniques

## Assemblies and Briefings

In addition to the tutor programme, students have an assembly once a fortnight, which is used to support the tutor programme. **Attendance is compulsory.**

## Study Support

Academic support is given by a team of very well qualified Teaching Assistants who are based on the ground floor in Six 4. The TA team also manage exam access arrangements, such as extra time, rest breaks and the use of a laptop, and all students will be contacted about this early in the autumn term.

## Sixth Form Bursary

Mrs Callander administers the college bursary scheme, which can provide financial assistance to boost students' wellbeing. The scheme is means tested, which means that the level of award given is based on household income, for which evidence will need to be provided. If you are eligible to receive Free School Meals then you will automatically qualify for a bursary but will still need to complete the application form. This can be found on the college website at [www.combertonsixthform.org/information/financial-support.php](http://www.combertonsixthform.org/information/financial-support.php). Bursary funds can be used to pay towards a range of items including transport to college, meals, essential equipment, essential subject trips (such as field trips) and textbooks.

## Post-18 Planning

A very important aspect of your time at CSF is preparing you for the steps you will take beyond the sixth form. Every year our students successfully negotiate the UCAS system (the process by which you apply to university), apply for apprenticeships, make plans for gap years or enter employment, and support for all of these options will be readily available over the next two years.

## Researching Your Options and Making Applications

Students will be guided through the process of researching different post-18 options and how to make applications during Year 12. Unifrog, a careers planning programme is used to support students in the process. Advice for students considering applying for apprenticeships or directly into employment is available from our career advisors, Mrs Lawson, who circulates a weekly update of key information and current opportunities every Friday. Appointments with Mrs Lawson can be made by emailing or by signing up for an appointment on the lists outside her office in the library.

## The UCAS Process

Advice and guidance for university applications is available throughout your time at CSF from your tutor, your subject teachers, from Mr Leggott, who oversees the UCAS process, or from Mrs Peacey, who offers support for particularly competitive courses such as those at Cambridge or Oxford universities or medicine, veterinary medicine or dentistry. Students will research their options during Year 12 and then complete their applications during the autumn term of Year 13.

Events to support UCAS applications during Year 12 will include:

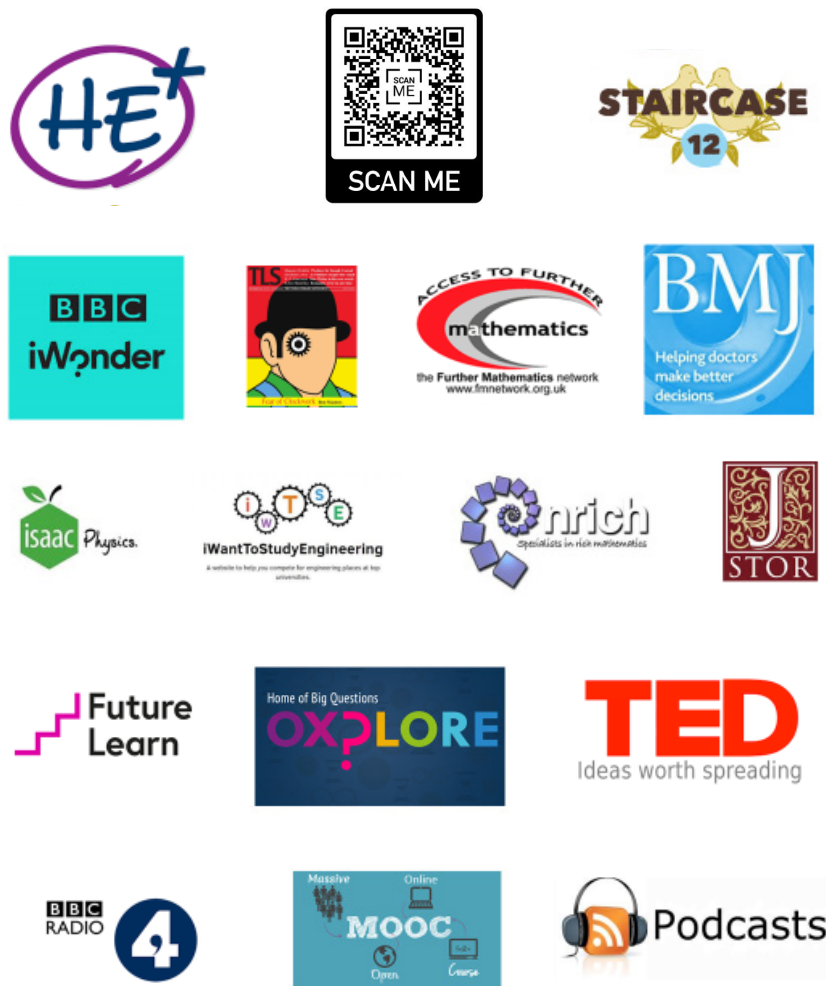
- A **twilight session** to introduce the process of applying to highly competitive courses for appropriately-placed students
- **Completion of Unifrog**, a careers planning programme to aid in the research process for higher education
- A **'Progression Conference Day'** for all students, which includes the chance to research different post-18 options, get advice from a University Admissions Director, and begin work on personal statements
- A **UCAS information evening** for parents/carers
- The opportunity to attend the **UCAS Exhibition** and talk to representatives from universities all across the UK
- A **university open day** visit

## Futures Week

Futures Week takes place towards the end of the summer term. During this week, students are encouraged to seek work experience and voluntary work to support their post-18 applications.

## Things to Consider Now

Whatever your plans, keep in mind the need to be building up a bank of evidence and experience to support future applications. For vocational pathways and courses, quality work experience can be invaluable and is something you should be looking to organise at appropriate intervals. Applicants to academic courses, especially those with competitive entry, can benefit from taking advantage of super-curricular opportunities to extend their interest in their subjects during Year 12. Look out for chances to attend specialist talks or subject masterclasses or other similar events during the year. Other super-curricular opportunities can be accessed from home or on the go, for loads of great ideas to get you started have a look at the different subject Padlets using the QR code below.



## Part-time Employment

This can be very useful to students in many ways. However, experience suggests that students make better progress academically if they commit to the following:

- Students should work no more than 15 hours per week in term time
- With attendance to all timetabled lessons and activities closely monitored, we would expect that no paid employment should be undertaken during the timetabled day.

## Academic Progress and Independent Study

Students are expected to make effective use of independent study periods and to do some homework/learning or additional reading each night and at weekends.

For a student studying A-level subjects, 15 hours a week (outside lessons) of additional independent study is a reasonable target, if you are to maximise your potential. An equivalent amount is required of BTEC students wishing to achieve the highest grades.

Students will always have work to do. Successful students seek to:

- Prepare revision summaries
- Read appropriate sections of textbooks in order to re-visit key learning from the classroom
- Read around their subjects generally, this 'holistic knowledge' can then be applied to their course
- Supplement their notes from lessons
- Set learning targets and complete them
- Ask teachers and/or the CSF Support Team for help
- Revise as they go along; make note summaries or postcards
- Look at past examination papers to see how questions relate to the topics they learn
- Identify key areas of teacher feedback and take positive steps to address any learning gaps
- Use the college library, online platforms and watch suitable and relevant TV programmes, as well as reading quality, 'broadsheet newspapers' or the online equivalent

As examinations (or your mock exams) approach, you can expect that your out-of-lesson/independent learning will increase, but students tend to achieve highly and more consistently if they are completing regular independent work and revision during the year.

We recognise that sixth form can be a challenging time in life and that you may need support with settling into college, with your mental health and with managing new situations.

In college support for student well-being is lead by Mrs Thomas with help from tutors, support staff, mentors and Sarah Robson, the sixth form counsellor. Sarah is in college two days a week and offers individual 50-minute counselling sessions as well as running small after college courses on topics such as resilience, managing anxiety and handling feedback. Looking for appropriate support when it is needed is considered to be an essential skill at sixth form and beyond and we encourage students to contact their tutor or Mrs Thomas ([sthomas@combertonvc.org](mailto:sthomas@combertonvc.org)) to discuss what support best fits your needs. A referral to the most appropriate support can then be made if necessary.

Within the sixth form the following members of staff are responsible for the safeguarding of our students:

Mrs Thomas



Mr Frost



Mr Clarke



We also encourage all our students to look after their own wellbeing and there are a range of external sites and agencies who can be contacted for immediate help and advice. These include:



**NHS Every Mind Matters** An excellent website offering general advice about issues such as sleep, anxiety and low mood as well as access to support in an emergency [www.nhs.uk/oneyou/every-mind-matters](http://www.nhs.uk/oneyou/every-mind-matters)



**Kooth** A free online counselling and support service for students. This service has a great deal of information [www.kooth.com](http://www.kooth.com)



**Chat Health** A free text messaging support service available on 07480 635 443 or information and other services [www.chathealth.nhs.uk](http://www.chathealth.nhs.uk)



**MeeTwo** A free moderated app designed specifically for young people, with in-app links to resources and helplines [www.meetwo.co.uk](http://www.meetwo.co.uk)

### E-Safety & Digital Awareness

Technology is an integral part of the lives of young people in today's society. The internet and other digital and information technologies are powerful tools, which open up new opportunities for everyone both socially and educationally. In Comberton Sixth Form we recognise this and encourage our students to use digital resources both in College and at home responsibly.

As part of our on-going commitment to the safeguarding and protection of our students, CSF has a robust online safety policy, actively monitors the use of internet activity on our college network, and throughout our tutorial and Personal Development programmes students cover different aspects of staying safe online and using technologies responsibly. Topics covered include protecting your online identity, the law relating to the sending and receiving media and the dangers of an online footprint.

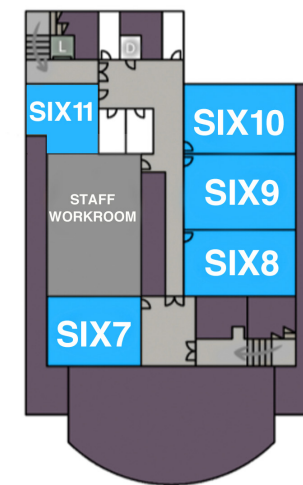
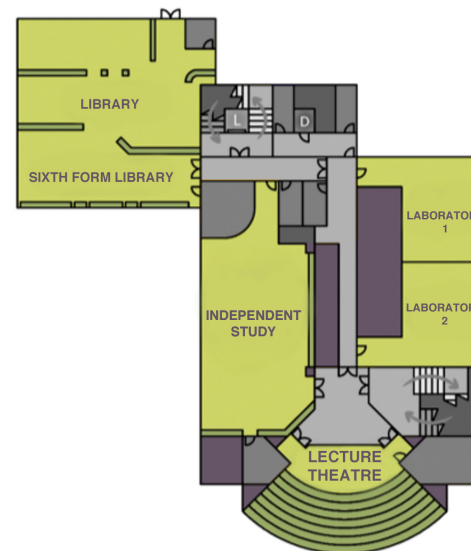
For further information about online safety issues and advice on how to deal with them we recommend the following websites:

[www.internetmatters.org](http://www.internetmatters.org)

[www.common sense media.org](http://www.common sense media.org)

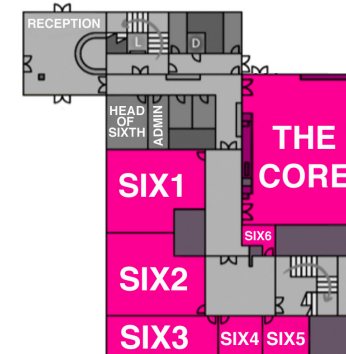
[www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

## SECOND FLOOR



## FIRST FLOOR

## GROUND FLOOR



Please ask at admin or reception for directions to:

- PERFORMING ARTS STUDIOS
- ART & DESIGN
- PHOTOGRAPHY
- THE DESIGN SUITE
- SIX COMPUTER SUITE
- SIX BUSINESS
- LABORATORY 3 & 4
- SPORTS SCIENCE LABS





**Comberton Sixth Form College**

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Cambridgeshire | CB23 7DU

T 01223 265470

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X @CombertonSF



[www.combertonsixthform.org](http://www.combertonsixthform.org)