

Franklin
Sixth Form College
#SAYO

WELCOME
TO FRANKLIN



Ofsted
Outstanding
Provider

YOUR TIMETABLE 24/25

We encourage you to do your independent study in college to access our facilities and staff.



PLEASE NOTE: BUS DEPARTURE TIMES
Monday, Tuesday, Thursday: 16:30pm
Wednesday: 16:00pm | Friday: 14:45pm

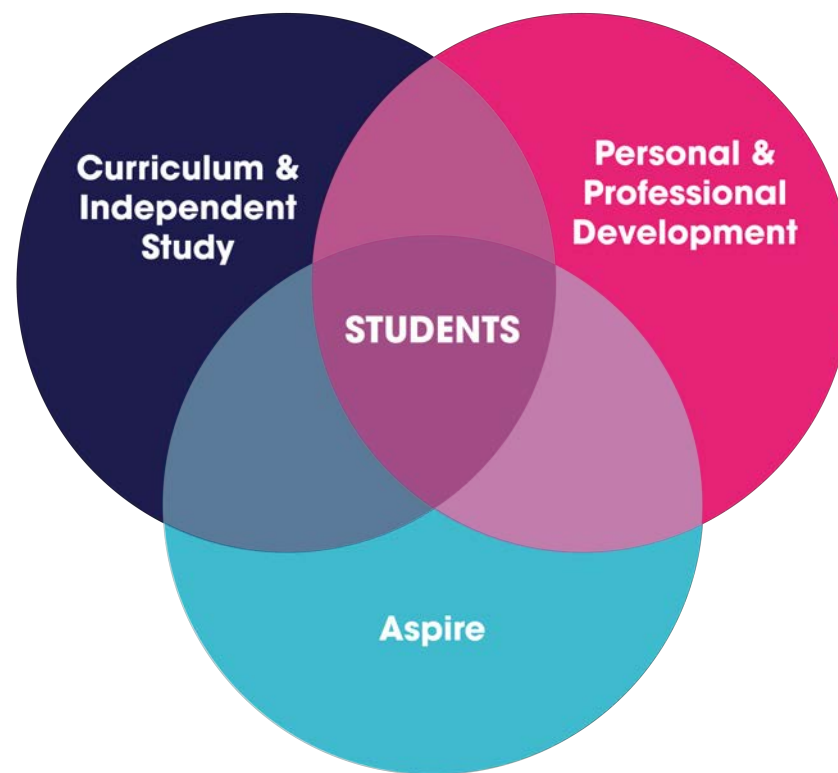
Monday	A1 09:00 - 10:30	BREAK	A2 10:45 - 12:15	LUNCH	B1 13:00 - 14:30	BREAK	D1 14:45 - 16:15
Tuesday	E1 09:00 - 10:30		E2 10:45 - 12:15		F1 13:00 - 14:30		F2 14:45 - 16:15
Wednesday	C1 09:00 - 10:30		C2 10:45 - 12:15		A3 13:00 - 14:30		PPD 14:45 - 15:45
Thursday	D2 09:00 - 10:30		D3 10:45 - 12:15		F3 13:00 - 14:30		E3 14:45 - 16:15
Friday	B2 09:00 - 10:30		B3 10:45 - 12:15		C3 13:00 - 14:30		

#SEEOURFUTURE

Independent Study

The table below shows you the advised study time outside of lessons for each subject to ensure success at the end of your course. This should build gradually and will become increasingly independent as you progress.

INDEPENDENT STUDY	YEAR 1 Hours per subject per week	YEAR 2 Hours per subject per week	YEAR 5 Hours per subject per week
1st Half Term	2 Hours	4.5 Hours	1 Hour
October half term break and reading week			
2nd Half Term	3 Hours	4.5 Hours	1.5 Hours
Christmas Holidays			
3rd Half Term	4 Hours	4.5 Hours	2 Hours
February Half Term			
4th Half Term	4.5 Hours	4.5 Hours	2.5 Hours
Easter Holidays			
5th Half Term	4.5 Hours	4.5 Hours	3 Hours
May Half Term Break			
6th Half Term	4.5 Hours	Exams	3 Hours



PPD Expectations

Personal & Professional Development (PPD) provides a range of incredible opportunities to support your development.

Our clubs, societies, trips, activities, and professional development will nurture your confidence and build your personal skills. We understand that every student is unique, and that's why we offer a wide range of options, including trips all over the world.

Sign up for PPD on your student portal by the end of the week!

Any questions? Pop and see either the PPD or CfPD Team in room 51



SIGN UP

AND FIND OUT MORE
www.franklin.ac.uk



FRANKLIN EXPECTATIONS
As a Franklin student I will...

Attend
Behave
Commit

Attend

- Embrace the opportunity to attend all of my timetabled lessons on time, including Aspire programme
- Recognise the importance of informing the college about unavoidable absences
- Take responsibility for my learning journey by attending the Skills@ Desk to catch up on lost learning
- Pledge to prioritise my studies over any employment commitments as investing in education now will lead to greater opportunities in the future
- Achieve my full potential by avoiding all holidays during term time
- Embrace a well-rounded education by actively participating in a range of Personal and Professional Skills Development Programmes

Behave

- Embrace and embody the College's ASPIRE values whenever I represent Franklin
- Show kindness and respect towards all staff and fellow students
- Take pride in displaying my lanyard and ID card at all times while on campus
- Engage fully in my lessons and avoid using my mobile phone unless it's part of a specific lesson activity
- Stay attentive and engaged in class by avoiding use of earphones/headphones
- Treat the college environment and facilities with respect
- Make the most of learning environments by not wearing coats, hats, or hoods in class
- Use the designated smoking or vaping area if needed
- Be a responsible digital citizen by using the college IT network appropriately
- Take full advantage of the digital facilities available at Franklin to support and enhance my academic progress

Commit

- Embrace the opportunities offered by the Aspire Programme and build a strong connection with my Progress Coach
- Demonstrate dedication by completing all independent study for each subject
- Take an active role in my learning journey by participating in various learning activities and engaging in meaningful conversations
- Honour my commitment to academic excellence by meeting all deadlines for my subjects
- Take pride in my college work
- Approach each lesson with enthusiasm and preparedness, ensuring I have all the necessary resources and equipment
- Embrace the opportunity to visit the Skills@ Desk, where I can develop essential study skills that will propel my progress and achievements forward
- Make my voice heard by actively participating in student voice surveys and focus groups

Attendance and Holidays

- Exemplary attendance is vital at Franklin. Students' wellbeing and future life chances are enhanced through full attendance on their whole Study Programme - this includes studying at Franklin and all of the other fantastic opportunities we offer as part of your College life
- We support all students with the attitude of hard work, motivation, commitment, and respect
- We expect full commitment to your study programme
- Holidays in term time are not authorised and will result in intervention, which can include removal from the College. Please make sure you are familiar with the College calendar on our website.



You can view the College calendar by visiting:
<https://www.franklin.ac.uk/franklin-information/college-calendar/>



Progress Coaches and Aspire

All students have a dedicated Progress Coach.

Aspire is a collaboration between your Progress Coach, our CfPD Team, and our Personal and Professional Development (PPD) Team.



Your Aspire Programme will:

- Help you explore your options and plan for your post-Franklin future
- Support you to develop personal and professional skills
- Help develop your awareness of real-world issues and encourage you to become a more active citizen.



Progress Coaches

Learning Support

We have experience in supporting students with a wide range of physical disabilities and learning difficulties. College staff receive specialist training in this area, and we will do our best to meet individual needs. The Team are located in the corridor next to The Bridge.

Please contact Learning Support should you have any Special educational needs or disabilities (SEND) that affect your learning whilst at college.

These may include:

- Autism/Asperger's syndrome
- Dyslexia, Dyspraxia and Dyscalculia
- Hearing impairment
- Mobility needs
- Mental health
- Medical conditions
- Visual impairment



Learning Support team

Tech Team

Logging In

- Use your Franklin log-in details to access computers in College. If you need any help, see the Tech Team.
- When using the Wi-Fi please select the Franklin WiFi network and sign in using your Franklin log-in.

Printing

- Paperless where possible
- Free printer credits available from the Tech Team (Room 96)
- Sign into printers scanning your Franklin lanyard

Bring your own Device (BYOD)

You're welcome to use your own devices around College. If you have a laptop or tablet, there are several dedicated working areas across campus you can utilise.



Accessing Tech

- You can log-in to any of the laptops or computers around the College to complete your Independent Study
- **The Bridge** - there will be people on-hand to support you completing this
- **Laptop Lockers** - which you can access using your student I.D Cards, these are located – Maths Corridor, D-Block, Science Corridor, 1st floor of The Bridge
- You can also bring your own device to College and we will support you to use this.



We also encourage you to Bring Your Own Device (BYOD), further information on this can be found on our website:



Student Portal

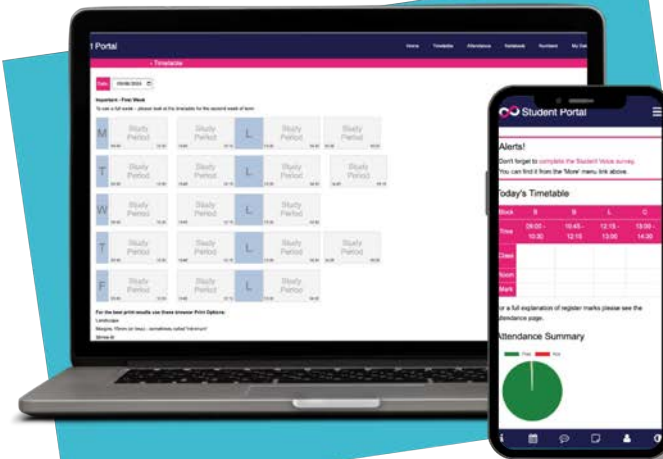
- The Student Portal will give you access to your student details, including your attendance and timetable. Sign in using your Franklin login details.
- You can also use these details to log-on to your College emails, Google Classroom, and Microsoft 365.

<https://student.franklin.ac.uk>



Check your attendance

Access your timetable



Keep up to date

Finance

Student Financial Support Fund

- Financial support for eligible students to help with printing, textbooks, equipment, travel and food
- Students who live in a household with an income below £36,000 (including most benefits) will be eligible for a discretionary financial support award
- Students in priority groups can receive a bursary of up to £1,200 per year
- This can be used for Daily Meal Allowances or Travel and can also support the costs of trips and necessary resources
- Should you have any question you can find the Finance Team in room E3.



Team Thrive

Almost everyone faces one or more health or wellbeing challenges during their lifetime. Whether your issue is major or minor, our approachable Team Thrive members or any of our college team are here to listen without judgement.

 **Room 4**



Vanessa

Debs



Safeguarding Team

- We take your safeguarding and wellbeing seriously.
- We have a Safeguarding Team who can support you if necessary. This will be introduced to you in more detail in your first Aspire session.
- The Safeguarding Team are **located in room 3A and T1**. Posters of the team can be found around College with contact details.

Franklin
Sixth Form College

Our Safeguarding Team

 Room 3A Charlotte Morris Deputy Designated Safeguarding Lead	 Room 3A Darcie Harding Deputy Designated Safeguarding Lead	 Room T1 Shane Harrison Deputy Designated Safeguarding Lead & Head of Department Level 2	 Room 5 Vicki Jones Deputy Designated Safeguarding Lead & Wellbeing and Inclusion Manager
 Room 4 Deborah Norton Progress Coach & Wellbeing Officer	 Room 4 Vanessa Grant Wellbeing Officer	 The Hub Laura Tombs Adult Learning	
 Jo North Deputy Principal & Designated Safeguarding Lead	 Wendy Ellis Principal & CEO	 Jerry Woolner Safeguarding Governor	

If you have a safeguarding concern please go to room 3A, call ext 762, email safeguarding@franklin.ac.uk or go to Reception

Lanyards

- Your safety is important to us
- Please always wear your lanyard on-site
- All students and staff must be identified as part of the Franklin Sixth Form College community
- Bringing someone into College from outside of the college community could result in suspension and exclusion.



College Leadership Team



Wendy Ellis
Principal & CEO



Jo North
Deputy Principal



Gemma Scott
Vice Principal for Curriculum



Gary Thomas
Vice Principal for TLA



Emma Swinburn
CLT Associate
Careers &
Employability



Craig Burkitt
CLT Associate for
Quality, Data &
Standard

STANDOUT
STUDENT
AWARDS

Stand Out Student Awards

Our Stand Out Student Awards are designed to spotlight outstanding individuals from various curriculum areas who have demonstrated excellence in their journey.



Catering

The Buzz | 11:45am – 13:00pm

- Burgers, pizza, pasta, chicken gyros, jacket potatoes, salad bar

Frankie's | 8:30am – 15:00pm

- Costa coffee, breakfast buns, paninis, wraps, sausage rolls, pasties, drinks, cookies & cakes

Frank's | 8:45am – 15:00pm

- Starbucks, hot drinks, cold drinks and cakes

College Shop | 8:30am – 16:15pm

- Sandwiches, wraps, crisps, sausage rolls, cereal bars, porridge pots, drinks, cookies & cakes



Allergies

- Please be aware that we have several students in College with allergies including nuts and citrus
- Be mindful of allergies and avoid eating down the corridor and spraying aerosols or other sprays in enclosed spaces such as classrooms and corridors



New Build

The exciting £3.2 million expansion will include:

- Eight state-of-the-art classrooms
- 160-seater auditorium
- New main entrance and reception area
- Plan to be completed in Summer 2025



Smoking & Vaping

- Smoking / vaping is only permitted in the designated smoking area
- Working together to respect your college is much appreciated

A final written warning will be issued to any student found smoking / vaping outside the smoking shelter





HAVE A GREAT DAY!



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Ofsted
Outstanding
Provider