

LANCASTER ROYAL GRAMMAR SCHOOL

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June 2026

Dear incoming Year 12 students and parents / guardians,

Entry to the Sixth Form

We are very much looking forward to welcoming you to the Sixth Form at LRGS. This letter contains all the key details that you will need to know for entry into the Sixth Form and explains the arrangements for Enrolment Morning and the first day in September. All key information and documentation is displayed on the Sixth Form area of our website in the [Induction](#) section and the hyperlinks within this letter should take you directly to the relevant sections. Please familiarise yourself with this area of the website - we will continue to update this over the summer if we need to communicate further key information with you.

Sixth Form Student Handbook

Our Sixth Form Student Handbook provides lots of information about key dates, expectations, pastoral support, university, apprenticeships and post-18 applications, and much more besides. You can view an electronic copy of this booklet now and you will get a physical copy from your form teacher when you start in September. Please familiarise yourself with its content before the start of term. [The Sixth Form Student Handbook can be found here.](#)

Summer Bridging Work

Departments have set work that they either require or recommend students to complete over the summer. This is to avoid 'summer slide' and is to ensure that you hit the ground running in September. The bridging work for each subject [can also be found here](#) and in the induction area of the website. This summer work has been divided into what Heads of Departments consider "required" work or tasks to complete (you must complete this before starting in September to access the course) and what is considered "highly recommended" or "optional". These latter options are to enrich your understanding of your chosen subjects and to excite your interest in the topics you will be covering in your courses.

Please be aware that there is a significant step up from GCSE to A-Level in terms of workload, complexity and commitment to self-directed learning and A-Level students need to take a full and active interest, both within and beyond lessons. By working through the tasks, you will begin to develop the effective study habits and independence needed for success and should be able to start with confidence on your A-Level courses.

Reading List

We are a school who love to read, and we hope that you are able to use your long summer holiday to lose yourself in some good books. We have compiled a [list](#) and would encourage you to dip into these books; not just over the summer but throughout the Sixth Form. Most books come from the 20th and 21st centuries, but there are some from the 18th and 19th as well. Most are works of fiction, but there are some that are non-fiction. We have also included a wide range of nationalities. Some of the books are "page

turners", but some of them are extremely challenging and provocative. Enjoy!

Visual Arts Challenge

Art is a thriving department at LRGS, and we like to exhibit student artwork around the Sixth Form Centre. The Art Department would like to invite you to respond to the theme of "Look Closer" through taking part in the [Visual Arts Challenge 2026](#) . We look forward to seeing your entries.

Textbooks

Pressures on school funding unfortunately mean that the school will not be able to cover all the costs of textbooks for Year 12 students. Students may need to purchase a copy of the texts that are required for their Sixth Form subjects. Pupils who are eligible for the Sixth Form bursary will be able to use this money to pay for these books. Some departments buy back books from Year 13 leavers and re-sell these at a reduced cost. For details about the textbooks (and other resources) for each A-Level subject, please refer to the following [document](#) in the Sixth Form Induction area on the school website.

Sixth Form Dress Code

The Sixth Form Dress Code can be found on the school's website in the Induction area. It can also be found [here](#). Please read this carefully over the summer and ensure that you are aware of what is, and what isn't, acceptable to wear for Sixth Form here at LRGS.

Bursary

The Sixth Form Bursary is a government funded scheme offering financial support to help students overcome specific barriers to participation in education. If you think you will be eligible for the bursary, please complete and return the required [documentation](#) to Mrs Haywood. You may opt to do this by post or email before term starts. Please be aware that if students need to apply for the bursary - it will not be actioned automatically. Please retain receipts for any books, bus/train passes, or essential items needed for the start of Sixth Form as these are required before payment can be made. Please note that the dates will be amended in September, but all the forms in the links are valid for 25-26.

LAMDA – Speech & Drama Award

Mrs Marriott, our former Head of Theatre Studies, is offering this exciting drama opportunity again this year. Each cohort so far has achieved outstanding success in this qualification. If you might be interested in signing up for LAMDA lessons, please read this [LAMDA letter](#).

Music Tuition

We have a wide range of ensembles and groups to get involved with at LRGS, along with a great variety of tuition available. Please see the [Music Tuition Letter](#) or contact [Mrs Martin](#) if you have any queries.

Sport & Games

Sport at LRGS is a fundamental part of school life through participation in competitive sport or recreationally in clubs and Games lessons. In the Sixth Form, pupils are required to choose an option for Games lessons that take place weekly on a Wednesday during periods 6 & 7.

Regardless of the level of sporting participation, **Games lessons are compulsory** and an important part of your weekly timetable as they provide an opportunity to take part in physical activity as part of a balanced healthy and active lifestyle. Comparable to your academic timetabled lessons, there will be expectations in Games regarding your attendance, attitude, effort, and application. Each Games option will be carefully planned so that all pupils are able to access a chosen activity regardless of ability or experience. Through the course of the academic year, Games options will change depending on sporting seasons and facility availability. At the start of each academic term, Mr Loney will send you more information as to which Games options you can choose from for that term.

Games and Sports Kit

Please use this link to the online shop which provides our bespoke [LRGS Senior Games Kit](#). Pupils are required to purchase a T-shirt and a pair of shorts/tracksuit bottoms or a skort, all other items are optional. However, we would advise purchasing a layer for cold or wet weather. All questions relating to Games/6th Form Sport should be directed to [Mr. Loney](#).

Extra-Curricular Sport

In addition to Games, sport at LRGS also takes place after school and at weekends, which includes competitive sport programmes. There will be plenty of information circulated in September regarding extra-curricular sport with details of the staff member in charge and when it takes place during the week. The simple advice to extra-curricular sport is to get involved and make the most of the amazing opportunities at LRGS!

Praesis ut Prosis (PuP) Award

Students will be encouraged to engage with this award throughout Year 12. The award seeks to embody the school motto (Lead in Order to Serve), encouraging students to lead and serve within the school and wider community. In preparation for post-18 options, the PuP Award recognises, develops and enhances experience and achievement in a work-related environment. The PuP award documentation can be found in the Sixth Form Handbook and is also accessed via the school website here: [Praesis ut Prosis Award](#). For any questions related to the PuP award, please contact [Mrs Gibson](#).

EPQ – Extended Project Qualification

Students who wish to add value to their post-18 applications could consider an EPQ in Year 12, but must evaluate their workload levels carefully as this represents a considerable commitment of time. This summer would be a perfect time to consider a potential topic for study and to begin to engage with background reading. The bulk of this work is done independently, entirely during Year 12 and with guidance from a member of the teaching staff. For any questions related to the EPQ, please contact [Mr. Brassington](#). You can also access the [EPQ FAQs](#) here and via the school website. Please note that admission onto the EPQ scheme is contingent upon a successful application and that there is a limited number of places on the course.

Wisepay

LRGS uses an online payment system “Wisepay” to enable parents to pay for trips, music lessons etc. At the beginning of term, parents of new students at the school will be sent, via email, their username and login details to access Wisepay. Further information can be found in the [information document](#). It is imperative that pupils’ accounts are kept topped up if they intend to buy food at school catering facilities.

Annual Fund

We would like to draw your attention to the Headmaster's [letter](#) to parents explaining about our Annual Fund scheme which funds all the extra-curricular activities that we provide. Thanks to generous donations from parents, we can offer all our students a variety of exciting and challenging opportunities that are an essential part of school life. Each year we invite all families to consider joining our community of Annual Fund supporters so that we can continue to provide a wide range of experiences. Supporting our Annual fund is about the spirit of participation, and this is an excellent opportunity for you to get involved, at whatever level you can afford. Small, regular donations have the power to collectively make a huge difference. Should you wish to join our community of supporters please read the Annual Fund documents and complete the [donation form](#).

New Students

For **students new to the school**, there are two other important documents we need to draw your attention to: firstly, the [biometrics letter](#) outlining our use of biometric information, (our catering services use biometric systems so this is important for students to purchase food at school).

Secondly, please can new starters complete the ***Information for School Records Form***, which asks you to provide information for the school census, medical records, and safeguarding. Please complete this form by **July 17th 2026**. The form should take approximately 20-30 minutes to complete. The accompanying attachments provide additional guidance to support you when completing certain sections.

[Information for Schools Records 2026: Sixth Form Entry – Fill out form](#)

The Sixth Form team would also be very grateful for any information of a pastoral nature which our new students and their parents would like to pass on to us. This would include contextual information you feel will be important for us to know from the start of the new term. While former schools have a duty to pass this kind of information on, there is often a delay and received information might not tell the full story. To enable us to provide the best pastoral care we can for students joining us, it would be very helpful if you could take a moment to contact the Sixth Form Team and share any relevant information; please email [Mrs.Gibson](#).

Results & Enrolment

GCSE Results Day is **Thursday 21st August**.

If you are **currently in Year 11 at LRGS**, you MUST complete the enrolment link which will be sent to you on Results Day by Ms. Lightfoot. You must confirm on that day whether or not you are accepting your place at LRGS Sixth Form. If you wish to change your subject options, please email [Mr. Mellon](#). Any problems, changes or difficulties can be discussed by e-mail or phone. If you choose to make alternative plans for your A-Level studies, please inform [Ms. Lightfoot](#) so that your place can be offered to someone on the waiting list. **You do not need to attend Enrolment Morning on Friday 21nd August.**

If you are **new to the school**, please attend our **Enrolment Morning on Friday, 21 August**, in the library. **New Boarding students do not need to attend.**

Where possible, students with surnames beginning **A–M** should attend between **10.00 am** and **11.00 am**, and students with surnames beginning **N–Z** should attend between **11.00 am** and **12.00 noon**.

Please bring a paper confirmation of your GCSE results. You will also be able to purchase a school tie for **£10** or a pin badge for **£3**. Please bring the correct cash, as unfortunately, we are unable to accept card payments.

If you are unable to attend the enrolment morning, please email a copy of your GCSE results to Miss Kelly Lightfoot, Admissions Officer, on the day. This will confirm your results and your intention to take up your Sixth Form place.

KEY DATES FOR SEPTEMBER

Tuesday 1st September – New Boarding Students

Boarders should arrive at school from 5pm on Tuesday 1st September and go straight to School House to meet staff and drop off their belongings. Your Housemaster will be in contact with you and your parents nearer to the time to confirm arrangements for the start of term.

Wednesday 2nd September – Induction Day

The aim of the day is to settle you into the Sixth Form and to allow you to find your feet in your form before term properly starts on the Thursday. You will have chance to buy a Sixth Form tie (£10) or pin badge (£3) on arrival from Mrs Haywood if not previously purchased.

There will be a full welcome assembly, time in forms to get to know each other and your new form tutors, ice-breaker tasks, team-building activities. There will also be the opportunity to meet with current Year 13 prefects and for new students to meet with their A-Level subject teachers. **You can wear your own smart-casual clothes on Induction Day.**

Students who are new to the school (boarders and day students) are to register in the Assembly Hall at **9.15am** where the Sixth Form Team and prefects will meet you and answer any questions you may have before the day starts and the day will end at **3.30pm. Please bring a packed lunch on Induction Day.**

For **all returning pupils** who are not new to the school, please arrive at the Assembly Hall at **09.30am** so you can be registered. The induction day will end for you at **1.00pm.**

Thursday 3rd September – first day of term for all students

Pupils should go straight to form rooms for registration by 8:45am.

After school on that day, we will be organising a 'pub quiz' for all new starters as a chance for them to meet each other and socialise in a relaxed atmosphere.

Induction Evening for Parents – Thursday 10th September 5.30pm-6.30pm

Please accept this letter as an invitation to parents to attend an Induction Evening. You will be able to hear a selection of staff and students talk about what it means to be a Sixth Former at LRGS and what you and your son/daughter can expect over the next couple of years. This will be an opportunity for families to make contact with our Sixth Form Team, for you to realise the strength of the pastoral and academic support your son/daughter can access and a chance for you to ask any questions you may have about your son's/daughter's Sixth Form journey. Further details about this evening will be shared closer to the time.

Keeping in touch

If you have subject-specific questions, please contact the relevant Head of Department. For other questions, please contact the [Sixth Form Team](#). Our prefect team will be working hard to help you settle in. You can learn more about our Senior Prefect team [here](#).

Key dates

Thursday 20 th August	GCSE Results Day
Friday 21 st August	Enrolment Morning (for students who are new to the school)
Wednesday 2 nd September	Induction Day (Finish at 1pm for existing LRGS students and 3.30pm for new starters)
Thursday 3 rd September	First day of lessons
Thursday 10 th September	Parental Induction Evening

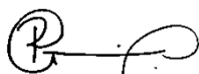
We wish you all the best for results day and look forward to seeing some of you at the Enrolment Morning and all of you on Induction Day in September.

Have a wonderful summer.

Yours sincerely,



Allen Martin
Head of Sixth Form



Rachael Gibson
Head of Year 12



Sarah Boak
Head of Year 13



Carol Haywood
Sixth Form Administrator