

# Ark Academy

# Ark Diploma Mentoring

# 2015-16

# Year 12

# Student: ………………………………..

# Mentor: ………………………………..

The most successful and interesting students in Britain develop knowledge, skills and interests beyond their academic subjects. This is up to your son/daughter, but at Ark we do everything we can to support.

That’s why we have the Ark Diploma: a diploma which will help your son/daughter **structure** time and commitments beyond the classroom and help develop knowledge, skills and interests. The Ark Diploma **awards** personal development through **extra curricular activities, leading societies and clubs, community outreach and “off specification” learning.** The Ark Diploma **appeals to universities** because it is evidence that students are active and well rounded young people – someone universities would want on their campuses.

By achieving this Diploma, your son/daughter will develop a range of knowledge, skills and interests which will enhance their CV so they can access top universities and career opportunities. We hope that the Ark Diploma will also support your son/daughter to become **independent thinking, purposeful, compassionate and joyful**, enjoying life at school, separate from the rigours of examinations.

There are two levels of Ark Diploma available:

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| --- | --- |
| **Ark Gold Diploma (complete 5 out of 8)** | **Ark Diploma (complete 5 out of 8)** |
| Completion of two terms’ work of Outreach or Civic engagement project with excellent attendance | Completion of one term’s work of Outreach or Civic engagement project with excellent attendance  |
| EPQ | MPQ |
| Leadership of school society | Active membership of school society |
| Participation in five or more House Competitions | Participation in three or more House Competitions |
| Regular performance for the school (sport, drama, debating) | Performance for the school (sport, drama, debating) |
| Leading charity fundraising | Participating in charity fundraising |
| Leading in subject competitions/enrichment | Involvement in subject competitions/enrichment |
| Over 40 hours of work experience.  | Over 40 hours of work experience. |
| Completing 5 A Levels (includes Ma and FM double or a heritage language AS) |

 \*Because the experiences in the Ark Diploma are so important for personal development, we **expect all Year 12 to complete the Ark Diploma.**

**\*\*The Ark Diploma brings together all the enrichment, societies, clubs and “Off Specification” learning that we do.**

The timetable at Ark Academy is packed with opportunities for progression and achieving the Ark Diploma: education is so much more than just your lessons. There are different time slots for progression in the timetable.

Below is an example of an Ark Academy student who is on course for the **Ark Academy Gold Diploma.**

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| **Time**  | **Tutor Time (8.30-9.00)** | **Progression Time (11.00-11.25)** | **Enrichment Time (4-5pm)** |
| Monday  | Sixth form assembly | Academic mentoring with Sixth Form Tutor | n/a |
| Tuesday | News Day  | Mentoring a Y11 student | Enterprise Club |
| Wednesday  | University Focus  | Academic Mentoring | Netball training |
| Thursday  | Reading Day  | Tutoring younger students in MFL | Drama Club |
| Friday  | n/a | n/a | n/a |

**To be completed in Progression Time.**

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|  | **Goal**  | **Next Steps**  | **When will these next steps be completed?** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |

**Example Goals Sheet**

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|  | **Goal**  | **Next Steps**  | **When will these next steps be completed?** |
| 1 | Complete 2 terms of Outreach | Train with Primary School support. Attend Primary School support weekly.  | Training on 5 October.  |
| 2 | Duke of Edinburgh (Silver) | Complete application Form. Attend sessions with Ms James.Use my Outreach to contribute to Duke of Edinburgh | Application form by Friday 16 October |
| 3 | Leadership of School Society | Lead first session of STEM society enrichment this week. Lead society weekly until December.  | First class in w/b 5 October.  |
| 4 | Regular performance for school | Go to football training for 6th Form every week. Make myself available for games.  | ONGOING  |
| 5 | Heritage Language | Complete Language QuestionnaireSpeak to Ms McMillan about being entered for A-Level Polish.  | ONGOING |

# W/C 12th October 2015

# Week 1: Weekly Diary

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| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL | GOAL | GOAL |
| OUTCOME | OUTCOME | OUTCOME |
| GOAL | GOAL | GOAL | BRIEFING |
| OUTCOME | OUTCOME | OUTCOME |

# Example of Weekly Diary

|  |  |  |  |
| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL: *Research entry requirements for engineering at five universities*  | GOAL*MPQ: Find 2 more academic sources.*  | GOAL*Reading in the primary school* |
| OUTCOME: *Complete!**Next step:**Look at differences between courses* | OUTCOME*Half complete! Need to find one more source – ask Mr Sawbridge for help finding a source on conflict in Syria.*  | OUTCOME*Complete!**Spent 20 minutes* *reading with Amarri* |
| GOAL*Form Session: Working on form assembly* | GOAL*Meet with House Art Committee to discuss entry*  | GOAL*Visit 8 Angelou as form prefect and collect commendations.*  | BRIEFING |
| OUTCOME*Not very* *Much progress made. Need to meet at lunch or after school.*  | OUTCOME*Complete!**Next step:**Research material costs and speak to Miss Patel*  | OUTCOME*Complete!**Next step:**Visit again in* *two weeks time.*  |

# W/C 19th October 2015

# Week 2: Weekly Diary

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| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL | GOAL | GOAL |
| OUTCOME | OUTCOME | OUTCOME |
| GOAL | GOAL | GOAL | BRIEFING |
| OUTCOME | OUTCOME | OUTCOME |

# W/C 2nd November 2015

# Week 3: Weekly Diary

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| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL | GOAL | GOAL |
| OUTCOME | OUTCOME | OUTCOME |
| GOAL | GOAL | GOAL | BRIEFING |
| OUTCOME | OUTCOME | OUTCOME |

# W/C 9th November 2015

# Week 4: Weekly Diary

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| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL | GOAL | GOAL |
| OUTCOME | OUTCOME | OUTCOME |
| GOAL | GOAL | GOAL | BRIEFING |
| OUTCOME | OUTCOME | OUTCOME |

# W/C 16th November 2015

# Week 5: Weekly Diary

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| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL | GOAL | GOAL |
| OUTCOME | OUTCOME | OUTCOME |
| GOAL | GOAL | GOAL | BRIEFING |
| OUTCOME | OUTCOME | OUTCOME |

# W/C 23rd November 2015

# Week 6: Weekly Diary

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| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL | GOAL | GOAL |
| OUTCOME | OUTCOME | OUTCOME |
| GOAL | GOAL | GOAL | BRIEFING |
| OUTCOME | OUTCOME | OUTCOME |

# W/C 30th November 2015

# Week 7: Weekly Diary

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| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL | GOAL | GOAL |
| OUTCOME | OUTCOME | OUTCOME |
| GOAL | GOAL | GOAL | BRIEFING |
| OUTCOME | OUTCOME | OUTCOME |

# W/C 7th December 2015

# Week 8: Weekly Diary

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| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL | GOAL | GOAL |
| OUTCOME | OUTCOME | OUTCOME |
| GOAL | GOAL | GOAL | BRIEFING |
| OUTCOME | OUTCOME | OUTCOME |

# W/C 14th December 2015

# Week 9: Weekly Diary

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| --- | --- | --- | --- |
| **Monday**  | **Tuesday** | **Wednesday** | **Thursday** |
| ASSEMBLY | GOAL | GOAL | GOAL |
| OUTCOME | OUTCOME | OUTCOME |
| GOAL | GOAL | GOAL | BRIEFING |
| OUTCOME | OUTCOME | OUTCOME |

# W/C 16 November 2015

# Review Meeting 1

Things to think about:

* Do you know when, where and with who your progression activities are taking place?
* Do you need any more information regarding your progression activities? Who do you need to see for this information?
* What activities have you done so far?
* What has gone well so far?
* What would you improve?
* What activities will you do from January onwards?
* What strategies are you using to manage your time to include A-Level study and the Ark Diploma?
* How well do you think these strategies are working?

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| **Notes:** |
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| **Goal** | **What I’ve achieved so far** | **Next Steps** |
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# W/C 17 January 2016

# Review Meeting 2

Things to think about:

* What activities have you done so far?
* What has gone well so far?
* What would you improve?
* What have you learnt so far?
* What strategies are you using to manage your time to include A-Level study and the Ark Diploma?
* How well do you think these strategies are working?

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| **Notes:** |
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| **Goal** | **What I’ve achieved so far** | **Next Steps** |
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# W/C 4th April 2015

# Review Meeting 3

Things to think about:

* What activities have you done so far?
* What has gone well so far?
* What would you improve?
* What have you learnt so far?
* What strategies are you using to manage your time to include A-Level study and the Ark Diploma?
* How well do you think these strategies are working?

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| **Notes:** |
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| **Goal** | **What I’ve achieved so far** | **Next Steps** |
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# W/C 13th June 2015

# Review Meeting 4

Things to think about:

* What activities have you done so far?
* What has gone well so far?
* What would you improve?
* What have you learnt so far?
* What strategies are you using to manage your time to include A-Level study and the Ark Diploma?
* How well do you think these strategies are working?

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| **Notes:** |
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| **Goal** | **What I’ve achieved so far** | **Next Steps** |
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# W/C 8th July 2015

# Review Meeting 5

Things to think about:

* What activities have you done so far?
* What has gone well so far?
* What would you improve?
* What have you learnt so far?
* What will you do over the summer holidays to work towards the Ark Diploma?
* What strategies are you using to manage your time to include A-Level study and the Ark Diploma?
* How well do you think these strategies are working?

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| **Notes:** |
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| **Goal** | **What I’ve achieved so far** | **Next Steps** |
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