

The Harefield Academy

Achievement through Active Learning

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Headteacher: Tash Moriarty BA PGCE



May 2019

Dear Parent/Carer,

Re: University Entry (UCAS) - Entry 2020

Students have already attended some UCAS preparation sessions with our outside Education Development Trust Advisor, Mrs Hayford-Fynn, and recently were part of The Whitmore High School University Preparation Day. I hope the students found these sessions helpful. As the summer term progresses, students will be asked to attend more bespoke sessions to support them with their applications if they are choosing a university pathway. More information will follow as events are arranged. Our first compulsory assembly with a focus on UCAS and work experience arrangements for our Year 12 students took place on Wednesday 8th May. Students must attend these sessions to fully understand the process and register their interest in following this pathway with both myself and their tutor.

- **Over the summer holidays all interested students must register (for 2020) on the UCAS website www.ucas.com and begin filling in their UCAS application. This can be done in stages and is the most effective way of completing the form. The buzzword is [brady3](#).**
- **The students must also submit their first draft of the Personal Statement to their tutor by [Friday 27th September 2019](#) so that they can receive help with what needs to be included. For those students who are applying for the October deadline, which is dependent on the individual University, e.g., Oxbridge applications, we will ensure that these personal statements are supported in the coming months.**
- **We strongly advise that students start this process early and submit early in order to receive offers quickly and reduce their stress levels when they begin Year 13. There is a lot of work to do before students submit a completed application form, and from September this will be on top of their normal workload. Students have been directed to some worthwhile sites, including UCAS, on how to complete a successful UCAS application. Students will also be supported by tutors and our Education Development Trust Advisor, Mrs Hayford-Fynn.**
- **Students should also be booking to see universities at Open Days held throughout the summer and autumn terms. Many students are doing this already, but please remember to notify us in advance if your child requires a day off school to attend so we can authorise the absence by emailing myself at cbrady@theharefieldacademy.org and Mrs Donnelly at ldonnelly@theharefieldacademy.org. Booking an Open Day is completed by filling out a short form on the university's website. We like to keep a record of all visits the students make to universities, so please ask your child to email me when they book a visit, even if the trip takes place during a weekend or in the holidays.**
- **As well as supporting students in school I would recommend that parents research the parent guide on www.ucas.com/parents as this will further help support your child in their application.**
- **Students needing financial support with Open Days and who may be in receipt of bursary funding should speak to me directly.**

If you have any questions please do email me at cbrady@theharefieldacademy.org.

Yours sincerely,

Carmel Brady
Director of Sixth Form