

Reference for External Students

Dear Student

Please ask your Form Tutor or Head of Year at your current school to complete this form.

Name of Student: _____
Student UPN No: _____ Student UCI No: _____
Student Date of Birth: _____

Attendance		%
Punctuality		%

Self-Management and Development (Please tick as appropriate)	Very Good	Good	Average	Poor
Reliability				
Effort/motivation/commitment				
Behaviour				
Attitude towards staff				
Inter-personal skills				
Teamwork				
Use of ICT to support learning				
Ability to meet deadlines				
Ability to solve problems				
Willingness to work hard				
Attitude towards school life				

	YES	NO
Does this student have a statement of SEN?		
Has the student received learning support?		
Does the student require English Language support?		

Please outline the nature of support needed by this student if applicable

EXAM RESULTS/PREDICTED GRADES:

Subject	Predicted Grade	Subject	Predicted Grade

If you were recruiting for your 6th Form, would you (please tick one box):

1. Go out of your way to seek to recruit or retain this student	
2. Be happy to recruit or retain this student	
3. Be prepared to recruit or retain this student if there were no better students available	
4. Definitely not recruit or retain this student	

Signed:		SCHOOL STAMP
Please Print Name:		
Role:		
Telephone Number		
School Name:		
Date:		

***Please return completed form to Harjinder Chana, 6th Form Administrator,
The Langley Academy, Langley Road, Langley, Berks, SL3 7EF
e-mail: harjinder.chana@langleyacademy.org***