

Teacher Reference Guidance

Thank you for completing a teacher reference. This guidance is here to provide you with an outline of what to include in the form and an example reference. If you have any questions, please email info@socialmobility.org.uk or call 0207 183 1189.

General Advice

The teacher reference provides us with an insight into the **character, potential** and **circumstances** of each individual student and school. We are looking for:

- Brief context of your school/college e.g. Free School Meal/Higher Education destination data.
- Extenuating circumstances that the student has faced e.g. they were ill during exams, they are a child in care, they are a carer or have suffered a bereavement.
- Eligibility of the student for our programmes i.e. do they meet our academic and background criteria? If the student does not meet our criteria, please provide reasons for why this is the case e.g. circumstances around their GCSE grades.
- Your impressions of the student's reliability and ability to make the most out of the programme.
- Reasons why you think the student would benefit from our programmes and the support we offer.
- You can include short comments from subject teachers about the student's progress but this is not essential. A summary of their overall academic progress is sufficient.
- Please state in your teacher reference if you have put your highest achievers forward who do not meet the academic criteria, so that we can mark them appropriately.

Example

"X is situated in one of the most economically deprived areas of the UK and provides FE opportunities for more than X students, many of whom have attended secondary schools where the A-C GCSE pass rate is below the national average.*

X is a hardworking student who has a passion for science and would like to go on to study a science-related degree at university. X's teachers all agree that she is a diligent student with the academic ability to progress on to higher education. X also has excellent time management skills and juggles her studies with extra-curricular commitments to the school football team.

X's polite and self-motivated nature is why I have no hesitation in recommending her for the SMF Programme. I believe that the programme will be able to give her the confidence to apply to a top university and pursue a career in the science sector. X will really benefit from professional advice from a mentor as she wants to find out what career opportunities are out there for her in the Biology and Chemistry field."

Deadlines

Deadline for student eligibility forms and teacher references is **Friday 17th January 2020.**