

Frome College Sixth Form - Code of Conduct - 2021/23

The purpose of this contract is to set out our expectations and to help you to achieve your potential. At the heart of success in the Sixth Form is the relationship between staff and students which must be based on **courtesy, trust, reliability and responsibility**.

1. ABSENCES: If a student is ill, a parent or guardian must inform school before 9am (tel 01373 469014). Students are responsible for catching up on any work missed. If you feel unwell during the school day you should report to Sixth Form reception or to Student Services who will contact home. You must not go home ill without following this process.
2. HOLIDAYS must NOT be arranged during term time under any circumstances.
3. Dental/Doctors' appointments and driving lessons must be arranged outside of college hours.
4. ATTENDANCE in Sixth Form is full-time. Students must accrue 30hours per week at College.
5. All Sixth Form students must attend one assembly and one tutor mentoring session per week.
6. Students must check their school emails at least once a day.
7. Your time in the Sixth Form is valuable; you must use your timetabled **study** periods wisely, completing pre-reading, independent study or revision in the Study Room, F123 or a department study room.
8. You must meet all deadlines for assignments and coursework and do further reading and revision as required.
9. Students must wear sensible clothing, fit for a place of work. Please see separate **dress-code** which must be adhered to by ALL students.
10. Smoking is not allowed anywhere in College, including in the school grounds. There is a **zero tolerance** policy on drugs and alcohol. Any student deemed 'unfit' for school will be sent home and will be subject to school discipline.
11. Students have the use of the Sixth Form Common Room as a privilege. It should be kept clean and tidy, and you should behave appropriately within it. Any misuse of any facility in the Sixth Form building may mean this privilege is withdrawn for all students.
12. If a student's work falls below standard and remains poor in spite of teacher intervention, they will be placed onto the STAGES Learning Support System. Stages 1 to 4 cover Subject, Tutor, Head of Sixth and SLT report respectively.
13. Sixth Form students are permitted to use mobile phones, but only within the communal spaces within Futures, including the garden. The use of phones in all other areas of the college campus is not permitted.
14. All students must agree to the ICT Acceptable Use Agreement to protect the College IT systems from misuse.
15. Students should conduct themselves in a polite and respectful manner at all times. Instances of bullying, sexual or gender-based harassment, physical assault or verbal abuse should be reported directly to the Head of Sixth or Deputy Head of Sixth. Instances of misogyny, homophobia and racism will not be tolerated.

I agree to the code of conduct

Student Name:

Date:

Signed:

Parent/Carer Name:

Date:

Signed:

Please return this form to the school on SIXTH FORM TRANSITION DAY

Late forms can be emailed to post16office@fromecollege.org or posted to the Sixth Form Office. Frome College, Frome BA11 2HQ