



ST BRENDAN'S
SIXTH FORM COLLEGE

STUDENT CHARTER

Last reviewed and adopted by the Governing Body at their meeting in March 2013. Reviewed by SEDI Committee in November 2013 and November 2014.

The staff and governors at St Brendan's Sixth Form College are committed to providing a high quality education and other services to all our students in

accordance with the Mission Statement.

THE MISSION STATEMENT

St Brendan's seeks to serve the Catholic and wider community by providing post-16 education in a sixth form environment, underpinned by Christian values and ideals.

The College strives for excellence in teaching and learning

- by acting in the spirit of the Gospel
- by providing experience of a Christian community and
- by supporting each individual as a unique creation of God.

COLLEGE RESPONSIBILITIES

St Brendan's is a Christian community which is based on a partnership between students, governors and staff. The staff are well qualified, professional people committed to the College Mission and ethos and to related equality, diversity and inclusion policies. We all aim to provide an atmosphere which allows students to reach their academic goals, but also to grow spiritually and intellectually.

As a student at St Brendan's College, you should expect from the College:

- To have a safe environment in which to work or study
- To be a member of a diverse and respectful community
- To receive readily accessible, accurate, up-to-date information about courses
- To be able to negotiate a programme of study appropriate to your needs
- To receive a comprehensive programme of induction to college life
- To be sure that all the courses we offer meet the assessment requirements of the qualification undertaken
- To receive high quality teaching, and work which is set regularly, marked and returned generally within two weeks (except in the case of larger projects/coursework assignments)
- To have any poor behaviour or attendance challenged
- To have staff who act as role models for students and lead by example
- To have access to the Library (Learning Resource Centre) and other resource areas where you will be able to study and work, which will include quiet study areas and Information Technology facilities
- To get extra support with learning in order to achieve well if you ask for it, provided that the requirement has been identified
- To be provided with a Religion, Philosophy and Ethics (RPE) programme, and to have opportunities for worship and faith-based activities
- To have a one to one review of your progress with your Pastoral Support Tutor at least three times a year, resulting in an action plan for success

- To receive regular information on your progress (for yourself and your parents/carers), through the Achievement and Attendance data, the assessment process, Progress Evenings and access to the Student and Parent Portal
- To receive an individual written statement of your examination results and for subsequent support to be available if required
- To have adequate Careers Education, Information, Advice and Guidance (CEIAG) relating to your progression after College through the tutorial programme, individual interviews, Future Planning Week, workshops, support for UCAS, careers' fairs, conferences, Careers Library, visiting speakers and other activities organised by the CEIAG Officers and other teaching and pastoral staff
- To have opportunities to sample work shadowing/experience and visits to HE institutions
- To have opportunities to contribute to the community through a range of charitable events and volunteering activities
- To have access to a variety of enrichment activities which will complement your academic studies and may include sport, music, drama, faith and action groups

STUDENT RESPONSIBILITIES

It is expected that St Brendan's students show a high standard of behaviour, work to the best of their ability and have high levels of attendance in order that they are successful students.

In particular, this is what we expect of all students:

- To have at least 90% attendance in all subjects, including Religion, Philosophy and Ethics (RPE) and tutorial
- To attend all timetabled classes punctually and to be well prepared
- To complete all coursework, homework and other work set to the best of your ability and within the agreed deadlines
- To value the ethos of the College and respect College staff, other students, facilities and resources
- To abide by all College policies, rules and the Code of Conduct
- To attend regularly and actively engage in Religion, Philosophy and Ethics (RPE) and other College faith-related activities like assemblies
- To help to create an inclusive ethos where everyone feels respected and that they belong
- To be active citizens and people of service who undertake volunteering, charity and other work in the community

- To be ambassadors for the College in the local community through exemplary behaviour and participation, particularly in the local area
- To participate in the range of learner voice activities and to be confident about feeding back to staff about teaching and learning and support available
- To take advantage of the wide range of extra-curricular activities that enhance the learning experience and contribute to success (e.g. workshops, trips, work experience and enrichment)
- To understand the required contribution to sustainability (conserving energy, reducing paper use etc.)

In additional, as part of your Learning Agreement, you are required to:

- Inform College Reception if you are absent due to illness on the first day of your absence
- Organise holidays outside term times only
- Complete an Absence Form if you wish to make a special request for leave of absence e.g. for recognised religious holidays, HE or employment interviews, Driving test (not lessons) etc.
- Negotiate an appropriate time to complete work missed due to genuine absence and attend support sessions as required
- Contribute positively to all learning activities in class and comply with all reasonable requests from staff
- Take care of all College property, including books and resources and pay for all losses or damage to College property for which you are wholly or partially responsible
- Check your examination timetable before examinations commence, report clashes to the Examinations and Qualifications Officer and check that you have been entered for the correct syllabus for external examinations
- Read and comply with the College's Students' Acceptable Use of IT Policy
- Take reasonable steps to ensure the Health & Safety of yourself and others
- Not invite visitors or friends on to the College campus without prior permission from the Principal or Vice Principal
- Dress appropriately for study in order not to offend others
- Show respect by not swearing or using offensive language
- Respect the College environment and its surroundings by disposing of rubbish responsibly and parking with care and consideration
- Complete the Leavers' procedure and return all books, equipment provided on loan and your library card by the College's given deadline

Students and their parents/guardians are encouraged to request and read copies of any additional policies or procedures which give more detail about the above

expectations. These are available on Moodle or on request from Reception.