

**Ashley 6th Form Learning Agreement 2020/21**

Ashley High School 6th Form is a caring learning community which respects the right of each individual student to have a safe, enjoyable and successful learning experience This Learning Agreement is intended to give students and parents/carers a clear understanding of what they can expect from Ashley 6th Form and what can be expected from them in return.

**Entry to the 6th Form**

Students will be offered a place in the 6th form subject to the following conditions:

* that an appropriate course is available for the student
* that the student agrees to follow all core curriculum subjects along with any other personal options
* that the student agrees to attend all classes on a regular basis (at least 95% attendance) and arrive on time

In some circumstances, for example where there are concerns over a student’s commitment to their learning, a place may be offered on a probationary basis. In these instances, a student’s progress in the 6th form will be monitored over a set time period. If the student fails to meet any of the agreed academic, behaviour, attendance or punctuality targets they may be asked to leave 6th form.

**Under this agreement Ashley 6th Form will endeavour to provide:**

* a programme of courses delivered by qualified staff with appropriate teaching styles, environment and support in a positive, challenging, yet caring setting.
* a year group Form Tutor and Teaching Assistant for academic and pastoral monitoring and support, advice and guidance
* a comprehensive and bespoke Careers education, information, advice and guidance programme that develops key employability skills
* an opportunity to take part in a range of new experiences
* an opportunity to build on essential life skills
* the facilities and resources to enable students to effectively complete their studies in a safe and comfortable environment
* opportunities to develop resilience, self-belief and aspiration

**Student code of conduct:**

As members of the 6th form community, all students are asked to abide by its code of conduct. The core requirements are:

* to maintain a record of at least 95% attendance and be punctual, arriving with the correct equipment. Please note, holidays are not permitted during term time and any absences should be reported on the same day by telephoning the school office (0151 424 4892). If you are absent due to a medical appointment you will receive an unauthorised absence unless evidence of the appointment is provided.
* to accept responsibility for your own learning with the support of your subject tutors, Form Tutor and Teaching Assistants
* to be attentive and engaged in class and complete any directed tasks and homework
* to respect and take care of college equipment and college areas; including classrooms, common areas and cybercafé
* to act in a mature and courteous manner at all times, respecting both staff and other students
* to keep mobile phones out of sight and turned off unless they are being used for learning purposes as directed by tutors. Mobile phones may be used at break and dinner times (please see Mobile Phone Statement below)
* to treat fellow students with consideration and allow them to focus on their studies
* to act as a positive role model for younger students in the school by following instructions and dressing and behaving appropriately at all times
* to maintain and promote the good reputation of the school
* to wear their lanyard at all times and ensure it is visible
* to sign in and out of the building as required, in line with Health & Safety requirements
* to complete the correct number of work experience placements each year
* to abide by all school and 6th form policies
* to be ambitious and accept the challenge to fulfil your potential

**Student Reward System**

A reward system is in place within the 6th form that promotes appropriate behaviour and interaction. Students are awarded points by staff when they:

* show respect
* demonstrate a positive work ethic/attitude to learning
* are punctual
* have a weekly attendance of 100%
* receive positive feedback from staff
* receive positive feedback from work experience placements
* demonstrate employability skills and qualities

Students are entered in to a termly draw for the chance to win a £100 gift voucher. Over the year, students are also offered a range of visits, including cinema visits, restaurants, and the theatre visits, as a reward for positive behaviour and interaction.

**Mobile Phone Statement**

We recognise that, as young adults, our students will bring their mobile phones in to school. However, as in any school or work place we must have in place some guidance for their usage.

At the start of the school day (9:00am) students will be expected to turn their phone off and keep them out of sight. Each student has access to a school locker to keep their personal items safe. Mobile phones should then not be used during the school day (until 3:00pm) except for break times (10:20am – 10:35am) and dinner times (12:20pm – 12:55pm). During these times students are free to use their mobile phones but only in an appropriate manner and only in the 6th Form part of the building – not elsewhere in the school or on the school yard/field. If a student is found to be using their phone to communicate inappropriately, during lessons/study sessions or to access inappropriate material then they will be asked to put their phone away. If they continue their phone will be confiscated and returned to them at the end of the day. If the material is of a sexual nature the phone will be confiscated immediately.

Ashley High School 6th Form take the wellbeing of our students seriously. If a student has an issue over a school matter, it is essential that they speak to a member of staff. If they are unsure of which member of staff they should talk to then they should approach their Form Tutor or Teaching Assistant. We would politely ask that students do not phone parents during break and dinner times to discuss school matters without talking to relevant staff first. This will ensure that staff are aware of issues and can address them appropriately. It also helps to relieve parent stress and anxiety. If, as a parent, you wish to discuss an issue or have questions, please refer to the ‘Communication with Parents’ policy for how best to do so.

**6th Form Sanctions**

Failure to abide by the Code of Conduct and meet expectations will result in the following:

**Stage One**

Concerns by any member of staff regarding inappropriate behaviour will trigger a conversation between the student and their form tutor, who may then pass any concerns to the Head of 6th Form.

**Stage Two**

Support will be offered to the student. The nature of this support will be tailored to both the circumstances and the individual student. This may take the form of:

* meetings with the 6th Form team to discuss progress, study skills, expectations, etc
* devising a pastoral support plan that involves the student, parents and the 6th form team

**Stage Three**

The student and parents/carers will attend an informal meeting with the Head of 6th Form, in which further pastoral support will be identified and put into place

**Stage Four**

The student will attend a formal meeting with the Head of 6th Form and the Head Teacher. Parents/carers will be asked to attend the meeting. Agreed actions will be identified, put into action and monitored for an agreed period of time

**Stage Five**

If the agreed actions are not met over an agreed period of time the student may be excluded from the 6th form

**Fixed Term Exclusions**

Certain behaviours may lead directly to fixed term exclusion. These include:

* Threatening behaviour
* Disrespect to staff or other students
* Violence
* Bullying
* Vandalism
* Racism
* Behaviour deemed to undermine the good order of the school

Following fixed term exclusion, parents/carers will be expected to attend a formal ‘return to school’ meeting.

**Ashley 6th Form Work Experience Placement Code of Conduct**

As a 6th Form Student, our young people will take part in work experience placements as part of the Careers programme. This will help them to gain an insight into the world of work and develop useful employability skills. There will be certain expectations of them to ensure that they get the most out of their work placement and give the employer a positive view of Ashley 6th Form students. These expectations are as follows:

* to attend **all** work placement sessions and arrive on time. If you are unable to attend a session you **must** telephone your work experience placement provider **and** school.
* to show respect for staff and property at the work placement and be aware of how your actions and comments may affect others.
* to follow **all** rules set by the work placement. Health and safety in the work place is very important! There may be equipment and uniforms that are required.
* to recognise that you are representing Ashley 6th Form and have a responsibility to make sure that your work placement is a positive experience for everybody, including your employers!

Students will also display the following qualities that are recognised by employers as very important:-

* Trustworthiness
* Honesty
* Good timekeeping
* Responsibility
* Politeness
* Flexibility (be willing to have a try new and different tasks)

**We have been provided with, read and agree to the Ashley High School 6th Form Learning Agreement 2020/21 –**

Please print student name: …………………………………………………………………………………………..

Signed: …………………………………………………………… (Student)

Date ……………………………………

Signed: …………………………………………………………… (Parent/Guardian)

Date …………………………………..

Signed …………………………………………………………….. (Head of 6th Form)

Date …………………………………..