

## College Agreement at Meden School

Students Name:

Students Tutor Group:

Date:



We are delighted to welcome both existing Meden students and new students to the college. We hope that you find the next two years to be exciting, challenging and positive and we would strongly encourage you to embrace every opportunity and to become involved in the life of the school by involvement in the co-curricular programme. It is our aim to help you fulfil your potential and to support this we have set out our expectations in this agreement.

An important aim of students in the college is to achieve good results in examinations, to gain entry to Higher Education, and to leave the Meden College as well-rounded individuals, prepared for life beyond school. If the school is to be successful in helping you achieve your potential, then it is important that you fulfil certain obligations.

1. Students must adhere to the ICT Acceptable Use Policy (AUP) at all times and on all devices connected to the school services.
2. College students must wear their lanyard around school as ID. This is a safeguarding requirement of the building.
3. Year 12 and 13 students must 'tap in' and 'tap out' using the grey boxes by the main entrance. This must be done every time a student enters or leaves the building to adhere with fire regulations, along with signing in and out in the blue folder.
4. Students must maintain a high level of attendance which does not fall below 96%. Students and parents will be sent a letter to inform them, should this happen and all students should take measures to improve their attendance. If this does not improve then we may reconsider their place at Meden College.
5. If students are ill and cannot come in to school, they should email the sixth form mentors to inform them of your absence to [collegementors@medenschool.co.uk](mailto:collegementors@medenschool.co.uk)
6. Dental/Doctors' appointments and driving lessons must be arranged outside of school hours wherever possible.
7. Year 12 and 13 should not take holidays during term time (except in exceptional circumstances); this includes June and July of year 12. A holiday request form must be submitted for any holiday during term time.
8. Students should ensure that any part-time work commitments do not interfere with their academic studies and should under no circumstances be undertaken during the school day (8.50am – 3.10pm). If they have a part-time job, it is expected that they will not work any more than eight hours per week.
9. Year 12 and 13 students must attend tutorial each day at 8:50am – 9:15am unless it is blocked time, which has been agreed by Mentors.
10. Students should arrive punctually for all lessons and all Form Tutor periods. The school day begins at 8:50am. All students who are late will be issued a red slip that will be dealt with by their mentors or Miss Smith.
11. All tutorials, lessons, college days and assemblies must be attended when in school and students must be punctual.

12. Missing lessons without permission will be deemed as truancy. You must ensure you have caught up on your work prior to the attending the next lesson.
13. Homework must be completed in full and on time.
14. Year 12 and 13 students are role models and ambassadors for the school. Therefore students should dress appropriately, and should demonstrate maturity and excellence in their attendance, punctuality, motivation and attitude.
15. Mobile phones should not be used in the college hub during lesson time. If technology is required then students should be using a computer.
16. College students are expected to become involved in the life of the school by involvement in the co-curricular programme and taking advantage of leadership opportunities and volunteering within the school setting.
17. The Study Area must be kept tidy and used with respect. Any damage to any room/furniture will be invoiced to the student.
18. The kitchen should be kept clean and tidy with all rubbish put into the bins provided when you leave the area. This environment should be respected and noise should be kept to a minimum during lesson times.
19. Cards or any games are not allowed to be played during lesson time anywhere in the building.
20. Students should respect the atmosphere of the College Study Area by working silently.
21. All students are expected to do work beyond that which is set so as to develop a wider understanding of the subjects being studied. The recommended minimum is 4 additional hours per subject per week, not including homework.
22. Year 12 and 13 students should use their non-contact time effectively. Their 'non-contact lessons' should be used to complete homework and additional study.
23. When a student leaves Meden College they must return all equipment that is owned by the school and pay any debts that are outstanding.

Year 12 and 13 students need to meet the conditions of this contract. Each student will be given a fair opportunity to change their behaviour to meet expectations. However, if they continue not to meet one/more of the conditions in this contract, Miss Smith reserves the right to ask a student to leave the college. Parents/Guardians will be kept informed of any issues that arise.

Please sign below to confirm that you will meet the conditions of the College Contract at Meden and that you understand the consequences if you do not adhere to the contract.

Student's signature: .....

Date.....