



## Sixth Form Learning Contract

2024-2025

Student name:

Tutor Group:

**The Sixth Form Learning Contract is an opportunity to remind all the stakeholders in a Sixth Form student's education what their individual and collective responsibilities are (the stakeholders being ourselves/the school, parents/guardians and the students themselves) It is essential that all students do their best to ensure their responsibilities are met; this will enable all students to develop to their full potential, both academically and as young adults.**

### We will undertake to:

- Provide appropriate opportunities for students to develop further their knowledge and skills to fulfil their academic potential
- Provide guidance about course options
- Provide opportunities for students to contribute to the life of the school as a whole
- Provide enrichment opportunities, and listen and respond appropriately to "student voice" communicated through the Sixth Form Student Leadership Team and the Sixth Form Student Working Party
- Provide the teaching and assessment necessary for you to complete all courses
- Set work regularly, provide feedback and return it within an agreed time
- Ensure appropriate work is provided if teachers are absent
- Ensure that you and your parents or carers know the progress you are making through Half Termly reports
- Devise strategies to support you if you are not making satisfactory progress
- Monitor your attendance and take action when it falls below 96%
- Enter you for public examinations **as long as you satisfy the requirements of the course**
- Provide support and guidance in relation to progression beyond the Sixth Form into higher education, work-based training or employment
- Ensure that the Sixth Form team incorporating the Assistant Head teacher: Sixth Form, Deputy Head of Sixth Form (DHOSF), UCAS Co-ordinator, Sixth Form Support Officer, Sixth Form Learning Mentor, Careers Advisor and the Sixth Form Academic tutors provide a service which is supportive of students' academic progress and personal welfare

**SIGNED - ASSISTANT HEAD TEACHER: SIXTH FORM**

## Students are expected to:

### Attitude to Study

- Exercise personal responsibility and work co-operatively with staff in pursuit of a positive sixth form culture
- Work hard to achieve your potential
- Respect others' right to learn in lessons and when using other school facilities during study lessons (e.g. The Sixth Form Centre study rooms, Sixth Form Art Workshop, LRC Sixth Form study area, Coffee Lounge) and never adversely affect the learning of others. These are SILENT working areas during lessons
- Attend all registered independent study lessons, and use them responsibly to undertake study
- All students are expected to stay on until at least **3:50pm** should a member of staff require it. This is a **MINIMUM EXPECTATION**
- To meet all assignment, course work and teacher **DEADLINES, and accept that Sanctions will be issued in line with School Policy** if you fail to do so
- Students on additional contracts or on subject reports, will be required to complete all their independent study in the supervised Sixth Form Study room
- Students should complete 5 hours of study per subject per week minimum for every subject (this should include directed study, independent work, reading around the subject etc.)
- Students who miss deadlines and/or appear on the sanctions procedure will be directed by the Deputy Head of Sixth Form where to do their Independent Study
- Students' award of their "Right to Roam" depends on their attitude to study. Should this fall below "Good" the "Right to Roam" will be revoked and all afternoon study lessons will be supervised and supported by the Sixth Form Learning Mentor until the student's work ethic improves sufficiently and all outstanding work is completed

### Behaviour

- Behave in line with the same Expectations as for all students in our school
- Treat the premises with respect
- Observe and abide by the requirements of the Sixth Form dress code
- Wear an identity lanyard, visibly at all times around the school, swipe in on arrival and swipe out upon exit
- Accept the need to act as an appropriate role model for students in Years 7 to 11
- Drive (if a car owner and driving to school) with care and thought for the local residents
- Never bring a vehicle on to the school site. Park carefully, with consideration and according to the Highway Code, and beyond Parish Piece.
- Do not wear headphones, earpods or have mobile phones in view around the school site
- Students should not leave the school site during Lessons 1,2,3 or 4 unless permission has been gained by Sixth Form staff
- If eligible for the 'Right to Roam' conform to all expectations which go along with the privileges it offers
- Students should not smoke or vape on the way to or from school or at any point in the school day.
- Students should only use their mobile phones during independent study lessons for educational purposes, and only within the Sixth Form Centre
- Sign the register for all independent study lessons

## Attendance and Punctuality

- Attend and be punctual to all lessons; the Sixth Form attendance target is 96%. Attendance below this will result in the Sixth Form attendance procedures being instigated and may lead to you losing your Sixth Form place
- Attend designated Sixth Form assemblies, seminars, lectures and conferences
- Attend registration punctually at 8:50am every day
- Students will be required to **take part in Enrichment Activities which are scheduled throughout the year**. For example, Wednesday afternoon Enrichment, Enterprise Days, Careers seminars, UCAS exhibitions, Futures Day, Finance Day.

### All foreseen absence must be notified in advance

- We are not able to authorise holidays during term time and we would ask you not to miss days of school unless for illness. Holidays will only damage a student's progress.
- All students will take responsibility for their own independent study.
- Wherever possible you should arrange medical appointments and driving tests outside of school hours. For medical appointments, please provide an appointment card or letter for the Attendance Officer.
- You must seek the agreement of the Head of Sixth Form before arranging driving tests during the school day. Driving lessons are **not authorised** in school time.

### Extra-Curricular

- To take part in at least one extra-curricular activity per year during your time in Sixth Form
- To take part in at least 1 hour of Community Service and fill in your Employability Log weekly (Year 12)
- Restrict the amount of paid work that you do outside of school to a minimum (**10 hours per. Week maximum**). You should avoid working during evenings in a school week and should **NOT** work before 5:30pm on any school day.
- Endeavour to contribute to the life of the school as a whole
- Find a placement for, and take part in one week's Work Experience in Summer 2 of Year 12, which is directly linked to your chosen career path

### Following a full-time timetable:

All of our Sixth Form students must be following a full-time timetable. A full time Sixth Form timetable is defined by the government as 540-600 Planned Learning Hours per academic year.

At Holmer Green Senior School our learning hours are made up as follows:

- Students study three or four A Levels or equivalents such as BTEC Nationals. Each single A Level or equivalent will have a minimum of four hours of taught lessons per week.
- Students are required to spend independent study lessons 1-4 in designated study areas and be registered
- Students falling behind with their work or not demonstrating adequate effort (a Grade 3 or 4 for Attitude to Learning in half termly reports) will lose their 'Right to Roam', and work with the Head of Sixth Form during lesson 5s until their performance is deemed to be in line with meeting targets in all subjects and effort reaches required levels.
- If you are not meeting targets, you must attend any additional sessions / complete any additional work provided by your subject teachers and understand that failure to do so, or

prolonged failure to meet targets or prolonged inadequate effort/behaviour, may jeopardise your place in HGSS Sixth Form

- Students wishing to make changes to their subject choices must discuss their options with all parties concerned, including parents, before final decisions are made in discussion with the Head of Sixth Form.
- Students wishing to leave the Sixth Form before the duration of their courses should consult the Head of Sixth Form initially. A meeting will be held between the Head of Sixth Form, student and parents to discuss all options before a final decision is made.
- Students who have not passed GCSE English Language or Mathematics to a 4 grade or above in Year 11 will be required to continue studying this subject and must attend all re-sit lessons (even if they are outside of the school day) and will take resit examinations until at least a 4 grade has been achieved.

Students who are not able to commit to this full-time programme of study cannot continue in the Sixth Form as we have no facility to enrol part time students.

**This contract and any future minor alterations will last for your time in the Sixth Form.**

**I have read and understand the above conditions of my Sixth Form Contract.**

**SIGNATURE OF STUDENT:**

**DATE:**

**Parents/guardians: I/we will:**

- Discuss with my son/daughter their work in school, providing support as necessary and appropriate and check Satchel daily for notifications
- Keep in contact with school concerning my son / daughter's progress
- Support the school with regards to its policies on dress code, punctuality to morning registration, lessons and attendance
- Inform the school on the first day of absence due to illness by phoning the school's absence line on 01494 719901
- Not take family holidays during term time
- Encourage personal responsibility and learning independence
- Remind, where appropriate, my son/daughter of the need to limit the number of hours used for part-time employment to 10 hours maximum per week
- Encourage my son / daughter to engage with the extra-curricular and enrichment opportunities provided, thus contributing to the life of the school as a whole
- Contact subject teachers or the Academic Tutor in the first instance, if you have any queries or concerns about your son/daughter
- Attend all Sixth Form functions including Parents Evenings, Information Evenings, Futures Evening etc.

**SIGNATURE OF PARENT/ GUARDIAN:**

**DATE:**