

## SIXTH FORM AGREEMENT

Under this agreement Sixth Form students agree to:

- Conduct yourself in an appropriate manner in the 6<sup>th</sup> Form Centre, around the school and on trips.
- Be courteous and respectful to all staff and all other members of the school community at all times.
- Be a role model for younger pupils and undertake leadership roles within the school.
- Comply with the Dress Code guidelines you have received.
- Embrace and promote the school rules.
- Work in the Central Area and Library as per guidelines
- Attend, and be punctual for, all timetabled lessons, study periods, tutor periods and assemblies.
- Never miss any of the above without gaining permission from the appropriate member of staff well in advance and completing a Leave of Absence Form. Repeated lateness and/or absence are unacceptable and will lead to sanctions being imposed and parents being invited into school.
- Maintain an attendance record of 95% or better in all subjects.
- Sign in at the Attendance Office if you are late.
- Explain all absences in writing or by a phone call from your parents.
- Follow your agreed programme of study and not to make any changes to it without full consultation with your tutor, Sixth Form Manager, Head of Sixth Form and the Headmaster.
- Use all study periods in a constructive and sensible manner in order to pursue academic work and to not disturb other students.
- Work at or above your target grades and to actively seek guidance from your subject teachers.
- Undertake no more than 12 hours per week paid employment and never in school time.

- Return all library books, text books and any other resources upon completion of your programme of study.
- Meet all deadlines for homework, projects, exam work and any set tasks. Failure to do so will affect your chances of exam success and may lead to your withdrawal from exams. This will be noted in references. Missing deadlines is not acceptable. Any extension of a deadline must be submitted in writing.
- Acknowledge sources properly when completing work and submit work that is your own i.e. no plagiarism is allowed.
- Pay all exam fees if you leave before the completion of your programme of study or if you are not entered for exams due to poor academic performance.
- Take responsibility for the Central Area and all classrooms. Failure to do so in an appropriate manner will lead to sanctions being imposed.
- Pay for any damage which occurs as a result of your actions.
- Never enter the School premises under the influence of alcohol and/or drugs.
- Drive in a safe manner if bringing a car or motorbike onto the premises.
- Work with teachers to achieve or surpass your academic potential.
- Ensure that work is caught up following any absences. This is the student's responsibility, not the teacher's.