

# STUDENTS' ACADEMIC CHARTER 2024/25

The City of Stoke-on-Trent Sixth Form College is a young person's college. We hope that you will enjoy your time with us, that you will be inspired to work hard, and that you will feel a part of our caring community.

The College operates a Student Performance Management Procedure, which is designed to encourage and support you to achieve your full potential. If you are unable to meet these expectations, you may risk losing your place at College.

Good luck with your courses and welcome to the College!

## WHAT YOU CAN EXPECT FROM THE COLLEGE:

### 1> SUPPORT

To develop both academically and personally.

### 2> WELL-PLANNED AND RESOURCED LESSONS

That will engage, challenge and support all members of the class.

### 3> OPPORTUNITIES TO HELP YOU DEVELOP YOUR SKILLS AND EXPERIENCE,

Both in lessons and via our ASPIRE+ programme. We will encourage you to develop into an independent, confident learner, preparing you for further study and employment.

### 4> HIGH QUALITY CAREERS AND PROGRESSION GUIDANCE,

including support with applications for university, apprenticeships or employment.

### 5> ACCESS TO HIGH QUALITY SUPPORT

(If required) from our Student Services, Additional Learning Support, IT and Finance Teams.

## THE COLLEGE EXPECTS YOU AS A STUDENT TO:

### 1> TREAT COLLEGE AS YOUR FULL-TIME JOB.

You must be available to attend College between the hours of 8.30am and 4.30pm every weekday. Any other activities, e.g. non-urgent appointments, driving lessons, and part-time work hours must be arranged outside of lesson times. Please limit part time work to a maximum of 8 – 10 hours per week and only after 5pm or at weekends.

### 2> ATTEND AND BE ON TIME

To all lessons, Personal Progress and Development (PPD) sessions, workshops and ASPIRE+ activities.

### 3> BEHAVE IN A MATURE AND RESPONSIBLE MANNER IN COLLEGE

You must wear your College ID card at all times and be respectful to all other members of the College community.

### 4> BE READY TO LEARN.

Come to College fully equipped (e.g. pen, paper, folder, and if available your own fully charged electronic device). Work hard in lessons and complete your PREP work by the deadlines set (teachers will provide you with structured tasks and guidance on what this will involve). It is your responsibility to catch up on any missed work.

### 5> COMMUNICATE WITH COLLEGE.

Check your College email account every day. Email your teachers and Progress Coach if you have any worries or concerns and log any absence on CEDAR. You must update CEDAR with any change in contact details such as a change of address, telephone number or email address. We also want to hear your views on college life and your courses and expect you to engage with Student Voice opportunities including student surveys.

### 6> MAKE PLANS FOR YOUR FUTURE CAREER.

Engage fully with Personal Progress and Development (PPD) sessions, Unifrog, the careers service and the ASPIRE+ programme. Find yourself a work experience placement that is relevant to your programme of study (the careers service in College can help with this).



**SCAN HERE  
FOR MORE  
INFORMATION**