

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.

## WHAT YOU CAN EXPECT FROM COLLEGE:

- 1 **SUPPORT** to develop both academically and personally.
- 2 **WELL PLANNED AND RESOURCED LESSONS** that will engage and challenge all members of the class.
- 3 **LESSON RESOURCES THAT ARE PRESENTED IN A RANGE OF FORMATS** to support diverse learning needs.
- 4 **A WIDE RANGE OF ACTIVITIES TO CHOOSE FROM IN OUR ASPIRE+ PROGRAMME.**  
This is designed to provide opportunities, broaden your experiences and to help you develop into an independent, confident learner; preparing you for further study and employment.
- 5 **HIGH QUALITY PROGRESSION** guidance, including support with applications for university, apprenticeships or employment.
- 6 **ACCESS TO EXCELLENT ADDITIONAL LEARNING SUPPORT AND/OR STUDENT SERVICES** should you have additional learning needs, or require support with your studies or with personal issues.
- 7 **GREAT SUPPORT FROM OUR PROFESSIONAL SERVICES TEAM** regarding financial services (e.g. Bursary) and Wi-Fi/network services.

## THE COLLEGE EXPECTS YOU TO:

- 1 **BE AVAILABLE BETWEEN THE HOURS OF 8.30AM AND 4.30PM EVERY WEEK DAY.**  
Any non-urgent medical appointments, driving lessons, or other non-urgent appointments **must be arranged outside of lesson times.**
- 2 **BEHAVE IN A MATURE AND RESPONSIBLE MANNER AT ALL TIMES** in College and **BE RESPECTFUL TO ALL OTHER MEMBERS OF THE COLLEGE COMMUNITY.**
- 3 **WEAR YOUR COLLEGE ID CARD AT ALL TIMES** around College, Fenton Manor and the University Science Centre.
- 4 **ATTEND AND BE PUNCTUAL** to all lessons, ASPIRE tutorials, workshops and ASPIRE+ commitments that you make.
- 5 **COME TO COLLEGE FULLY EQUIPPED AND READY TO LEARN** (e.g. pen, paper, folder, if available your own fully charged electronic device etc.) and show full commitment to your studies by working to the best of your ability in all lessons.
- 6 **COMPLETE YOUR PREP WORK** after each lesson and by the deadlines set. Teachers will provide you with structured tasks and guidance on what this will involve.
- 7 **FULLY ENGAGE WITH TEAMS** and **RESPOND TO YOUR COLLEGE EMAILS** when appropriate.
- 8 **LIMIT ANY PAID PART TIME JOB TO NO MORE THAN 8-10 HOURS PER WEEK;** these **must be outside of college hours** i.e. after 5pm weekdays or at weekends.
- 9 **EMAIL YOUR TEACHERS AND PROGRESS COACH, IF YOU HAVE ANY WORRIES OR CONCERNS** or you are too ill to attend College, as well as logging your absence on CEDAR. It is your responsibility to catch up on any missed work.
- 10 **INFORM THE COLLEGE OF ANY CHANGE IN CONTACT DETAILS STRAIGHT AWAY** including a change of address, telephone number or email address.
- 11 **ENGAGE FULLY** with Unifrog, career planning and the ASPIRE+ programme.
- 12 **TAKE RESPONSIBILITY FOR SOURCING A WORK EXPERIENCE PLACEMENT** that is relevant to your programme of study (more information and support is available in College from your teachers, Progress Coach and the Futures Team, should you require help to do this).

The College operates a Student Performance Management Procedure, which is designed to encourage and support our young people to achieve their full potential. Young people who are unable to meet these expectations may risk losing their place at College. Good luck with your courses and welcome to the College!