



## Penglais School - Sixth Form Learning Agreement

Introduction – The Sixth Form is a partnership between you and your teachers. We will endeavour to provide you with the best possible educational experience and you should respond showing commitment to your chosen studies.

### As a School we will:

1. ensure that each individual's course, as closely as possible, fits his or her particular needs, interests and ambitions
2. provide **high quality lessons**, regularly set work assignments and mark them promptly and constructively
3. offer opportunities to take part in a range of social, cultural, recreational and sporting activities
4. carefully **monitor the attendance and progress** of each student, offer advice and set **targets for improvement** to enable students to make successful transitions to the next phase of their careers
5. provide **places where students can work** in a **stimulating** and cared for **environment**, and offer **support, advice** and **expertise**.

### As a student, I will:

1. **attend all of my lessons and supervised study sessions**, arrive punctually, participate actively and complete my work assignments to the best of my ability carefully and on time.
2. provide a note from my parents/guardian to explain any absence from school. If I am absent because of illness or personal reasons I will ensure that my parent/guardian contacts the school immediately.
3. attend all my exams. I will be required to provide a medical note to explain if I am unable to attend. Failure to do this will incur reimbursement fees for the cost of the exam entry.
4. bring **commitment and enthusiasm** to my studies and make the most of the opportunities that the school offers
5. **work closely with the support tutors** to set and work towards targets that are challenging but realistic
6. make good use of my private study time. I should not work more than ten hours per week in a part-time job
7. treat everyone in the school with **respect, dignity** and with **courtesy** and comply with the school code of conduct as outlined in the student planner
8. wear the **school uniform** at all times while on the school site
9. check my school email daily and check my **pigeon hole daily** and remove its contents
10. Individual Investigations must be completed before UCAS applications can be sent
11. staff must be notified if there is a problem with accessing school email
12. homework tasks must be recorded so that this can be checked by staff
13. music and playing cards are not permitted during lesson time
14. I agree that checks will be made on my progress at the end of the October half term. Any concerns raised, will need to show improvement by the end of the Christmas term, to avoid being placed on contract.
15. failure to adhere to the terms of my contract may result in me having to leave school

**Unauthorised absence breaks this agreement i.e. absence for which there is not a genuine acceptable reason e.g. illness, doctor's appointment, school visit, bereavement.**

**A minimum of 94% attendance at lessons every half term is expected from all students. Failure to maintain this level of attendance will lead to a parental discussion and the student may not be entered for external exams and his/her place at Penglais School may be put at risk.**

**Penglais School – Sixth Form Learning Agreement**

Please sign and return this slip to Miss. S. Thomas

Student Name \_\_\_\_\_

I have read the learning agreement and I understand that the Sixth Form is a partnership between me and my teachers. I will make every effort to meet the expectations of the school in order for me to achieve my potential.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Note: EMA recipients must also read and sign the 'EMA Conditions' available from the Sixth Form Office  
This signed copy will be retained in your personal file in school. If you would like a copy of this agreement it can be found on the school's **All Shared Documents 'S' drive – Sixth Form** or if requested, can be emailed to you.