

Trinity Sixth Form Learning Agreement



Trinity Sixth Form has three main aims for every student. These are;

- To achieve academic excellence in every subject they study
- To develop character through leadership opportunities
- To gain a place at their first choice destination after Trinity Sixth Form

The Trinity Sixth Form Learning Agreement is drawn up for students, parents and the Trinity Sixth Form team to sign in recognition that all three parties must do everything in their power to adhere to this agreement.

The following sections detail what each party must do to fulfil the agreement.

Student Agreement

1. *Strive for academic excellence in every subject they study by making purposeful and effective use of lessons, directed study periods, staff feedback and homework.*

- Be fully equipped for every lesson, with textbooks and exercise books that are free from graffiti carrying all equipment in a plain black bag, big enough to hold an A4 ring binder.
- Be proactive in managing their studies by developing responsibility for their own learning at every opportunity, meeting all deadlines and responding to staff feedback.
- Uphold the purposeful, quiet and business-like working environment in the Sixth Form study rooms by using study periods effectively and holding any work related conversations in hushed tones.
- Keep the study areas clean, tidy, and litter free ensuring no food or fizzy drinks are consumed in the work areas.
- Use their planner to help them organise their study time ensuring all homework is recorded in the planner, which is carried with them every day, and any part time work commitments are restricted to a maximum of eight hours per week.
- Spend at least fifteen hours per week on additional study outside of school time completing homework and coursework tasks and building a file of revision notes.

2. *Demonstrate leadership characteristics by acting and dressing professionally at all times, upholding excellent standards of behavior, acting as a role model to others and maintaining an excellent record of attendance and punctuality.*

- Undertake at least one leadership position from the range of available opportunities, demonstrating commitment to the role throughout the year.
- Maintain participation in extracurricular activities and duties setting an example at every opportunity.
- Ensure their mobile phone is only used to listen to music when working in the study room and is not visible at any other time.
- Use the academy network appropriately at all times.
- Wearing Trinity Sixth Form uniform in a professional and businesslike manner ensuring it is worn tidily and in accordance with the uniform policy below.

Boys	<p>Clothing: Skopes Darwin black suit. White shirt (long or short-sleeves), tucked in and ties worn as in the rest of the school. Plain black shoes, no buckles, tags or logos.</p> <p>HAIR: Hair should not reach over the collar or fall into the eyes; it should not be cut to a 'number 1' length, or be stepped. Extreme fashions are not permitted.</p> <p>Jewellery: No jewellery is permitted but you may wear a watch. There must be no visible piercings. Earrings or ear studs may not be worn.</p> <p>No visible tattoos.</p> <p>Students participating in Games or other sporting activities should wear the Trinity Academy PE Kit.</p>
Girls	<p>Clothing: Skopes Danielle black jacket and Skopes Giselle black trousers or Skopes Sylvie black skirt (knee length or below). If a skirt is worn, girls should wear tights or white ankle socks. White blouse, which may be untucked if it is fitted in style. Plain black shoes or pumps, no buckles, tags or logos. Kitten heels, wedges or stilettos are not permitted.</p> <p>HAIR: Hair can be worn up or down. Adornments should be subtle. Colour should be natural.</p>

	<p>Make-up: Modest amount of make-up is allowed. Nail varnish or false nails are not permitted. No visible tattoos.</p> <p>Jewellery: Girls can also wear a single ring, a single necklace and a small pendant, a single ear-stud (not earrings) in each earlobe (not in any other part of the ear) which should not dangle below the lobe and should not be brightly coloured. There must be no other visible piercings. No bracelets are permitted but you may wear a watch.</p> <p>Students participating in Games or other sporting activities should wear the Trinity Academy PE Kit.</p>
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- Maintain consistently excellent attendance and punctuality including attending all lessons according to their published timetable and being on the premises at all times.
- Informing the school attendance team on the first day of any absence and providing their tutor with a written parental note giving the reason for absence on the first day of their return.
- Informing the Trinity Sixth Form team, in writing, of any planned absences (such as for a university interview or driving tests) with at least three days advanced notice.

3. Take a proactive approach to researching, planning and finalising their post KS5 destination by exploring all available options and developing a strong and coherent plan to help them achieve their career goals.

- Use the UCAS website and other support material to research possible post KS5 University courses, higher level apprenticeships and the jobs market.
- Make a strong and coherent plan for progression that clarifies what they want to achieve at the end of KS5 and the grades needed to access their chosen route.
- Regularly update and review their career plan to monitor progress ensuring it demonstrates high aspirations.

Students who fail to fulfil the agreement ultimately risk being asked to leave Trinity Sixth Form. The table below details the action the Trinity Sixth Form team will take in circumstances when student conduct is not as detailed in the Trinity Sixth Form Learning Agreement.

Action	Detail
Attendance concerns	Attendance will be closely monitored by the attendance team. Warning letters will be followed by parent meetings.
Punctuality concerns	Punctuality will be monitored closely. Warning letters will be followed by parent meetings.
Missed deadline	Any student missing a deadline will automatically access additional support after school. Academic intervention will be put in place by the relevant Head of Department.
U grade in assessment or serious cause for concern identified by teaching staff	If a student achieves a U grade in an assessment or is identified by teaching staff as not working hard enough they will be subject to academic intervention, this will include additional homework and a directed study programme.
Plagiarism	Student will be expected to re-write the work under supervision until it is completed. If the material is for examination purposes the Examination Body may disqualify the student from taking any public examination in the year of the offence.
Truancy	If a lesson is truanted or if a student leaves the premises without permission a parental meeting with the Trinity Sixth Form team will take place.
Abuse of the Academy Computer Network	If a student abuses the Academy Computer Network or the Email facility a parent meeting will follow with further action if necessary.
Bullying	If a student is found to be bullying (verbal or physical) another student a parent meeting will follow with further action if necessary.
Bringing the Academy name into disrepute	If a student is found to bring the Academy name into disrepute through written or verbal communication, social media or via their actions (smoking/bullying/property damage) a parent meeting will follow with further action if necessary.
Criminal activity within Trinity Academy	If a student is found to have taken any of the following actions they will be immediately removed from Trinity Sixth Form (Theft, Property damage, Physical assault, Possession of lethal weapons/drugs/alcohol).

Parent Agreement

Parental support is vital in a child's transition from adolescence into adulthood. Whilst students at Trinity Sixth Form are becoming more independent The Trinity Sixth Form Learning Agreement recognises that the Academy is committed to keep parents regularly informed with regard to their son/daughters academic progress.

In return parents agree to:

1. Support their son/daughter in all aspects of Trinity Sixth Form life and in their commitment to meeting all of the points outlined in this agreement, particularly with regard to attendance, punctuality, part-time work commitments and the meeting of deadlines.
2. Attend Parents Evenings and other meetings relating to their son/daughter.
3. Regularly check their son/daughter's planner, signing this weekly, support them with organising an effective weekly schedule and monitoring their revision.
4. Informing the attendance team by telephone of any absence on the day that it first arises and sending a signed letter explaining the absence on the first day of their son/daughter's return.

Trinity Sixth Form Agreement

Trinity Academy recognises its obligation to provide a safe and positive environment in which students may grow academically, socially, culturally and spiritually. Accordingly the Academy agrees to:

1. Provide teaching and directed study for 30 periods per week throughout the academic year.
2. Provide thorough and detailed periodic testing and parental reports on academic progress.
3. Provide and mark homework for all subjects, returning marked work promptly.
4. Provide bursary funding where appropriate – updated policy details are on the Trinity Sixth Form website.
5. Provide opportunities for extra-curricular involvement including in sport, drama and the arts.
6. Permit students one week of absence during the Summer Term of Year 12 to arrange relevant work experience.
7. Provide clear guidance in the search for places of work and Further and Higher Education, including UCAS and careers information.
8. Undertake academic intervention when students are not working as they should.

Declaration

The undersigned agree to uphold the above obligations in full:

Name of Student:

Tutor Group:

Student signature:

Date:

Parent/Carer signature:.....

Date:

Trinity Sixth Form Signature:.....

Date: