

## Sixth Form Contract

The purpose of this contract is to set out our expectations and to help you to achieve your potential. At the heart of success in the Sixth Form is the relationship between staff and students which must be based on courtesy, trust, reliability and openness. Staff at Queen Elizabeth Grammar School will help, advise and provide students with high quality teaching in return for their co-operation and adherence to the conditions set out below.

1. Attendance in the Sixth Form is **full-time**. If a student is ill, a parent or guardian should inform school before 9am. Students are responsible for informing subject staff if they know in advance that they will be absent . If you feel unwell during the school day you should report to reception who will contact home. You must not go home ill without following this process.
2. Holidays should not be arranged during term time. Dental/Doctors' appointments and driving lessons should be arranged outside of school hours.
3. All Sixth Form students must be in school by **08:50**. Students should arrive on time for all lessons. Attendance of Games and the Sixth Form Lecture is compulsory, as is completion of an EPQ if a student is studying three A-Levels.
4. All Sixth Form students must attend registration. Students who are repeatedly late will be put in detention. If it persists home will be contacted and your place may be in jeopardy.
5. Your time in the Sixth Form is valuable; therefore you must attend your **supervised study** periods, bringing with you work to complete. These periods also provide a vital opportunity for teachers to find you with regards to EPQs, UCAS and other applications.
6. You must meet deadlines for assignments and do further reading and revision.
7. Students must abide by the **Sixth Form Dress Code** and ensure that their clothing is appropriate. If it is not a student may be asked to return home to change.
8. Sixth Form students are expected to set a good example to the rest of the school. Smoking is not allowed in or near the school. There is a **zero tolerance** policy on drugs and alcohol. Any student deemed 'unfit' for school will be sent home.

9. Students have the use of the Sixth Form Centre as a privilege. It should be kept clean and tidy and you should behave appropriately within it.

10. Sixth Form students may use their own vehicle to attend school, but this is reliant on them driving safely on site.

11. Sixth Form students are permitted to leave the school site during free periods however, you must ensure that you sign out and back in when you return.

12. If a student's work falls below standard they will be placed on subject report. Failure to complete these satisfactorily would jeopardise a student's place in Sixth Form.

13. A student's place in the Sixth Form is subject to compliance with the Sixth Form Contract and co-operation with staff and fellow students. This contract runs in conjunction with our whole school policies on such things as bullying and attendance, which can be found on our website.

**I agree to comply with all the terms and conditions set out in the Sixth Form Contract.**

**Student's**

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**I agree to support my son/daughter in fulfilling all of the conditions laid out above.**

**Parent's**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_