

Sir John Hunt  
Community  
Sports College  
Sixth Form

Sir John Hunt has an  
inclusive Sixth Form,  
which meets the needs  
of all our students

# **Sixth Form Student** **Contract 2021-22**

**Please sign as part of your Sixth Form agreement and return to the Sixth Form admin  
office as soon as possible.**

**Section 1**  
**Parent / Carer Consent**

***Please tick the boxes that apply in ALL sections.***

**Courses of study.**

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

**Transport.**

Student planned form of transport (please tick all that apply)

- ☐ **Public Transport**
- ☐ **Transport provided by the Home Sixth Form or Host Centre**  
(providing appropriate insurance has been checked by the Home Sixth Form)
- ☐ **Private Arrangement**

☐ My son/daughter is able and confident to use the transport outlined above and I consent for my son/daughter to travel to the learning provider by the means outlined above.

**Data Protection**

☐ I consent to all appropriate and necessary data relating to my son / daughter being shared where applicable between training providers, Home Sixth Forms and Host Centres.

## Section 2

### Post-16 Studies Learning Contract

When students become a Post-16 learner at Sir John Hunt Community Sports College they enter into an agreement with the Sixth Form. The rights and responsibilities of both sides (Sixth Form and student) involved in this contract are set out below. Please read the contract carefully before signing, as this is an agreement to the terms of the contract. Any breach of this agreement may lead to sanctions being taken against students as set out in the Sixth Form disciplinary code.

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#### **Students are entitled to expect Sir John Hunt Community Sports College's Sixth Form to help them**

- By offering advice and guidance in choosing their programme of study.
- By providing appropriate pastoral and academic care whilst they are in the Sixth form or at Training Provider.
- By offering guidance for the selection of progression routes on leaving Sixth Form.

#### **To provide students with an education which**

- Offers them opportunities to achieve their potential.
- Builds their confidence.
- Develops the skills they will need to progress.

#### **In return students will**

- Attend all lessons including registration and follow the KS5 timetable
- Be honest and co-operative with staff and fellow students.
- Be punctual for all Sixth Form and Training Provider commitments.
- Attend all FS/GCSE Maths and/or English lessons where required.
- Complete homework and coursework by the required deadlines.
- Maintain a 100% attendance record including any authorised absences.
- To uphold the reputation of the school and to not bring the college into disrepute.
- Abide by the policies and procedures on dress and conduct set out in the Sir John Hunt Community Sports College Sixth Form 'Welcome Pack'.
- Act as a role-model for younger students in KS3-4.
- Behave in a mature and appropriate manner to all staff and students on any site, at my work placement and Training Provider.
- Let Sixth Form, Work Placement and Training Provider know of any absence, on the day the absence starts and provide evidence of a reason if required i.e. medical appointment cards.
- Wear my I.D. badge **AT ALL TIMES** (including my work placement and Training Provider, where appropriate).
- Provide Sixth Form with details of any additional needs you may have that could affect your learning.
- Attend all examinations.
- Not book any holidays in term time

#### **Student Signature:**

☐ I agree to the above and recognise that a breach of the Learning Contract could put my place in Sixth Form at risk.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

As a Sir John Hunt Sixth Form student, I understand and will adhere to the following policies and procedures:

#### Absence thresholds:

Less than 3%	Role Model
3% - 5%	Good
5% - 10%	Underachieving
Greater than 10%	Causing most concern

#### Absence procedures:

- ▶ Absence less than 3% = praise letter sent home
- ▶ Absence between 3% - 5%
- ▶ Absence between 5% - 10% = Absence concern letter sent home
- ▶ Absence greater than 10% = Continuing absence concern letter sent home
- ▶ Absence does not improve within 2 weeks = student placed on an Individual Absence Review
- ▶ Individual Absence Review targets not met = meeting with KS5 Assistant Principal (Mr Dunkerley)

#### Lates consequences:


Number of late marks	Sanction
1	5 minute call back with tutor
2	10 minute call back with tutor
3	Tutor detention – 15 minutes
4	C6 (Pastoral detention) – 30 minutes
5	C6 (Pastoral detention) – 30 minutes
6	C7 (College detention) – 1 hour
7	C7 (College detention) – 1 hour
8	C8 (Internal Exclusion)
9	Other sanctions deemed necessary by Head of Sixth Form/KS5 AP

#### Conduct for learning

##### Praise:

↑	• Award
	• Certificate
	• Vouchers
	• Letters home
	• Praise points
	• Postcards home
	• Positive phone calls/emails home
	• Written feedback
	• Verbal feedback

##### Consequences:

	• Formal warning
	• Cooling off and final warning
	• Curriculum time out
	• Call back
	• Curriculum detention
	• Curriculum withdrawal
	• Pastoral detention
	• College detention
	• Fixed term exclusion
	• Internal exclusion
• Permanent exclusion	

#### Student Signature:

Sign: \_\_\_\_\_

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

**Section 3**  
**Student Details**

Home Centre: Sir John Hunt Community Sports College Sixth Form

Student Name: \_\_\_\_\_ Delivery Centre: \_\_\_\_\_

Student Address: \_\_\_\_\_ Parent/Carer name: \_\_\_\_\_

\_\_\_\_\_ Parent /Carer Contact No: \_\_\_\_\_

\_\_\_\_\_ Home Tel No: \_\_\_\_\_

DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_ Student Mobile No: \_\_\_\_\_

Previous secondary school (if applicable): \_\_\_\_\_

Student Email Address: \_\_\_\_\_

Parent/Carer Email: \_\_\_\_\_

Aspirations/Career Goals: \_\_\_\_\_

**GCSE Results/Predicted Grades**

Subject	Grade	Subject	Grade

**Post 16 courses to be taken**

	Subject	Type of course and Level	Delivery Centre / Training Provider
1			
2			
3			
4			

**Student Signature:**

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

UPN: \_\_\_\_\_ ULN: \_\_\_\_\_ UCI: \_\_\_\_\_

**Section 4**  
**College Trips and other off-site Activities**

As part of courses across learning providers, there may be occasions where:

- a) Students take part in college trips and other activities that take place off college premises.
- b) Students are given first aid or urgent medical treatment during any college trip or activity.

**Please note the following important information before signing this form:**

- The trips and activities covered by this consent include;
  - all visits (including residential trips) which take place during the holidays or a weekend or those organised by Training Providers
  - Volunteering
  - adventure activities at any time
  - off-site sporting fixtures outside the college day,
  - all off-site activities for nursery colleges.
  - Work experience placements
- The college will send you information about each trip or activity before it takes place.
- You can, if you wish, tell the college that you do not want your child to take part in any particular college trip or activity.

Written parental consent will not be requested from you for the majority of off-site activities offered by the college – for example, year-group visits to local amenities – as such activities are part of the college's curriculum and usually take place during the normal college day.

☐ I consent to my son / daughter attending college trips and all appropriate first aid or urgent medical attention that may arise.

However if you **do not** agree to this, please tick the statement below:

☐ I **do not** consent to my son / daughter attending college trips and all appropriate first aid or urgent medical attention that may arise without further permission being sought.

**Medical Information**

Please complete the medical information section below (if applicable).  
Details of any medical condition that your son / daughter suffers from and any medication they should take during off-site visits:

(Please provide medical information here)

## Section 5

### College use of images of students

For many years the College has recognised the importance of celebrating achievement and promoting the success of our students. Both parents and young people alike, gain great pride in seeing photographic images and/or video recordings of family members in the local press or on the television, following sports days, prize giving's etc. and have supported the whole College ethos in the past. In other circumstances the taking of photographs or video recordings of students at our College may be for strictly educational purposes or for purposes ancillary to the running of the College (e.g. taking photographs for use in the College's prospectus or on the College website).

There may also be occasions when the local press visit our College to record particular events (e.g. College productions) and they may wish to publish photographs of students in newspapers or use recordings of the students on television when reporting these events.

Following changes in the law and in order to comply with The Data Protection Act 2018 and the General Data Protection Regulation (GDPR) the College needs your consent in the future before allowing the taking of photographs or making video recordings of your child for purposes which are not part of its core activities

#### ***Please tick as appropriate***

- ☐ I consent to the College taking photographs of my child which may be used in College literature (eg the College newsletter, College brochure/prospectus and other promotional material).
- ☐ I consent to the College using images of my child on its website. (Please note the website can be viewed across the world)
- ☐ I consent to the College using images of my child in video recordings to promote the College.
- ☐ I consent to the College taking photographs and video recordings of my child for the College's own records, archives and future interest (eg photographs of sports teams)
- ☐ I consent to my child appearing in video recordings or in photographs stored electronically which the College may make of College events.
- ☐ I consent to the press taking and using images of my child.
- ☐ I consent to the College giving the press the first name only/ first and surname **(delete as appropriate)** of my child for publishing alongside my child's photograph in a newspaper or for captioning on television

*Please note that further details of these proposed uses of images of your child are given in the next section of this form (Section 4) which you should read.*

**Section 6**  
**College use of images of students – Conditions of consent**

1. The information which you provide in this Consent Form is valid from the time when the College receives this form until the time your child leaves the College. If your circumstances change or you change your mind about any issues addressed in this form please let the College know immediately.
2. The College will not use any images of your child once your child has left the College without obtaining the parents/carers specific consent.
3. The College will not itself publish names of students with any images of children without prior specific and separate consent from parents/carers
4. If a student is named in any text which the College publishes, a photograph will not be included with the text, unless this is the wish of the student and parents/carers.
5. The College will generally avoid publishing close up or individual photographs of students. The College's preference is to publish class or group images of students.
6. The College will only use images of students who are appropriately dressed.
7. The College will not pass to the press the names of any students appearing in photographs or recordings which the press wish to publish or broadcast, unless a parent/carer has consented to this.
8. If you agree that the media can take and use images of your child you should note that the media's use of images of children is governed separately by the Data Protection Act, other legislation and industry codes of practice.

☐ I have read and understood the conditions of consent as above.



## **Contract Agreement**

### **Section 1 – Parent / Carer Consent**

### **Section 2 – Post 16 Studies Learning Contract**

### **Section 3 – Student Details**

### **Section 4 – College trips and other off-site activities**

### **Section 5 – College use of images of students**

### **Section 6 – College use of images of students – Conditions of consent**

#### **Parent / Carer and Student Declaration:**

☐ I confirm that all information provided is true and recognise that a place in Sixth Form is dependent on compliance with the Learning Contract.

Parent/ Carer Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Student Sign: \_\_\_\_\_ Date: \_\_\_\_\_