

## **UTC Swindon Home-College Agreement**

The School Standards framework Act 1998 requires school to adopt a Home/College agreement. This is not a contract but a statement around the mutual responsibilities of parents/carers, students and the school.

The Home/College agreement is a summary of the expectations of the aims, values and ethos of UTC Swindon.

UTC Swindon recognises its obligation to provide a safe and positive environment in which students may grow academically, socially, culturally and spiritually.

### **Parents and carers agree to:**

- ensure that my son/daughter goes to college regularly, on time and properly equipped
- ensure that the college is informed if my son/daughter is absent on the first day of any absence and provide a written note giving the reason on the day of their return (If attendance falls below 96% for any student, a medical note from a GP will be required).
- let UTC Swindon know about any concerns or problems that might affect my child's work or behaviour
- support the college's policies and guidelines for behaviour
- support my son/daughter in any home based work or projects and other opportunities for home learning
- attend parents' evening and discussion about my son/daughter's progress
- get to know about my son/daughter's life at the school
- not to take my son/daughter on holiday in term-time

### **UTC Swindon agrees to:**

- provide teaching and directed study throughout the academic year
- provide each student with a tutor who will meet with them at specified times during the academic year to discuss academic and personal progress and be available throughout the year
- provide opportunities for extra-curricular involvement in sporting and cultural activities
- provide thorough and detailed periodic testing and parental reports on academic progress throughout the time students spend at UTC Swindon
- contact parents/carers if there is a problem with attendance, punctuality or equipment
- let parents/carers know about any concerns or problems that affect their son/daughter's work or behaviour
- send home regular assessments and annual report of achievement
- set, mark and monitor student work
- arrange parents' evenings during which progress will be discussed
- keep parents/carers informed about college activities through regular letters home, UTC Swindon's website and notices about special events

### **Students agree to:**

- follow the college's Code of Conduct at all times
- uphold UTC Swindon's rules for conduct, behaviour and dress as outlined in this agreement and the joining pack
- attend every day and not leave the premises without permission during this time

- ensure that they are punctual in their arrival at all times
- to sign the Late/ Off Site book on entry/exit
- not to use mobile phones during lessons unless otherwise instructed to do so
- take part fully in all timetabled activities, including Learning Company time, assemblies, project commissions, lessons, sport and community activities
- complete all work assignments and hand them in by the deadline date
- follow at all times the ICT code of conduct and to use the ICT facilities in an appropriate way

**The following parties are witness to the agreement to follow the UTC Swindon Home/College agreement -**

Student name ..... Date .....

Student signature .....

Parent/Carer name ..... Date.....

Parent/Carer signature .....

On behalf of UTC Swindon .....

Signature ..... Date .....