

# Trinity Catholic High School



## Sixth Form Student Agreement

**Last reviewed in:** June 2025

**Next review due by:** June 2026

# Trinity Catholic High School Sixth Form Agreement

This contract is an agreement between Trinity Catholic High School, our Sixth Form students, and their parents or guardians. Its purpose is to ensure the best possible outcomes for students during their time at Trinity Sixth Form, supporting their academic, personal, and spiritual growth.

We ask that all parties read each section of this agreement carefully and fully understand the expectations outlined before signing.

By signing, all parties confirm their commitment to the values, responsibilities, and conduct expected throughout the Sixth Form experience.

**Signing the contract is a condition of enrolment.**

**As a member of Trinity Sixth Form, I am committed to upholding the standards of this community. I accept the following responsibilities to ensure my academic and personal success.**

## Academic Excellence

**I will...**

- demonstrate my full commitment to Sixth Form by actively participating in all timetabled lessons and completing classwork and home study to the best of my ability.
- set high standards for myself, aiming to exceed my academic targets and striving for continuous improvement in all subjects.
- complete a minimum of 5 hours of home study per subject each week (assigned study), in addition to engaging in regular, focused independent study (self-directed) outside of lessons and during study periods. I will use this time to consolidate learning, review key concepts, complete required assignments, and manage my time effectively to prioritise academic progress.
- use supervised study periods productively and with focus, recognising them as an essential part of my timetable if required to attend. I will arrive on time, remain fully engaged for the duration, and commit to completing meaningful academic work.
- maintain and bring all essential learning materials to every lesson. This includes pens, paper, folders, textbooks, and any other required resources. It is my responsibility to ensure I am fully equipped for learning.
- not use laptops, tablets, or other electronic devices during lessons unless explicitly permitted by the teacher or where use has been formally agreed as part of an access arrangement.
- regularly reflect on my academic progress and act on feedback provided by teachers to improve the quality of my work and deepen my understanding.
- manage my time effectively, balancing my studies with other reasonable commitments.
- be proactive in communicating with my teachers about any difficulties I am facing with the subject content, workload, or assessments.
- attend intervention sessions and/or sanctions if my academic standards fall below expectations, recognising that these are in place to support my progress.

### Attendance & Punctuality

I will...

- fully comply with the Sixth Form Attendance and Punctuality Policy, understanding that regular attendance and punctuality are essential for my academic success. I acknowledge that failure to adhere to this policy may result in appropriate sanctions in line with Sixth Form procedures, including the possible withdrawal of my place.

### Dress Code & ID

I will...

- strictly adhere to the Sixth Form dress code and wear my lanyard visibly at all times while on site, understanding that this is a non-negotiable expectation for maintaining a professional and respectful environment.

### Personal Conduct & Behaviour

I will...

- comply with all rules, codes of conduct, and the school's Behaviour Policy as set by the Headmaster or delegated staff, and I will accept any sanctions or restorative procedures issued in response to breaches. These are in place to support my development and uphold the values of Trinity Sixth Form.
- act as a positive role model to younger students. I understand that, as a senior member of the school community, my behaviour sets an example for others.
- conduct myself with dignity and integrity, both in and out of school, and avoid any behaviour (online or in person) that could bring the school into disrepute.
- treat all members of the school community, students and staff alike, with respect, kindness, and fairness. I will speak and act with courtesy, maturity, and compassion at all times, using appropriate and inclusive language.
- strive to resolve conflicts peacefully and respectfully, promoting justice and positive relationships within the school community.
- take full responsibility for my actions and choices with a willingness to learn from mistakes.
- be respectful of the local community by avoiding trespassing, parking considerately, and conducting myself in a way that upholds the reputation of the school.
- maintain a respectful and productive environment for all by moving quietly and considerately around the school, keeping noise levels appropriate, and ensuring that I do not disrupt lessons.
- respect school property and the belongings of others.
- not smoke or vape on school premises or in areas where I may be seen by staff or younger students.
- not use chewing gum on school premises.

## Pastoral Support

### I will...

- engage proactively with the pastoral support available through my Head of Year (Year 12 or Year 13).
- attend scheduled meetings or reviews with my Head of Year when required, and be honest and reflective in those conversations.
- seek guidance from pastoral staff if I encounter personal, academic, or social challenges, recognising that early support leads to better outcomes.

## Digital Responsibility

### I will...

- check my school emails at least every 24 hours, respond to messages or meet deadlines when required, and communicate with staff in a professional and courteous manner.
- read the Bring Your Own Device Policy carefully before using my personal laptop or device at school. After reviewing it, I will complete and submit the BYOD Agreement Form.
- follow all school guidelines for acceptable use of technology, recognising that digital actions have real-world consequences.
- not engage in plagiarism, cheating, or misuse of technology including AI, recognising the importance of honesty and integrity in all academic work.
- refrain from posting or sharing any online material that may harm the reputation of the school or wellbeing of others.
- be mindful of my digital footprint, recognising that what I post online can have long-term personal and professional consequences.
- report any harmful or inappropriate online behaviour to the school.

## Mobile Devices

### I will...

- follow the school's Mobile Phone Policy, including all current and future rules regarding phones, headphones, AirPods, and other personal electronic devices.
- keep my phone and devices turned off and out of sight during lessons, form periods and while commuting around the school. I understand they may only be used in the Sixth Form common room.
- understand that any misuse of mobile devices, including visible phones or headphones, will result in immediate confiscation in line with school procedures.
- use permitted devices respectfully and quietly in the common room, keeping phones on silent and maintaining a calm environment.

## Use of Facilities

### **I will...**

- ensure that the primary purpose of the Sixth Form common room, outside of designated breaks and lunchtime, is for quiet, independent study.
- respect the Sixth Form spaces, keep them clean, and use them in a manner that supports a calm and productive environment.
- ensure that noise levels in the common room are appropriate for a quiet, focused study environment.
- be considerate of others in shared spaces, ensuring my behaviour does not disturb or distract from their study time.
- adhere to any guidelines regarding food and drink in the Sixth Form spaces, ensuring that they do not disrupt the environment.

## Contribution to School Life

### **I will...**

- take an active role in school life through co-curricular, student leadership, and whole-school events.
- support and mentor younger students as a Guardian Angel or other reasonable requests, setting a positive example.
- contribute to the Catholic life of the school through assemblies, liturgies, and charity work.
- take an active role in shaping Sixth Form life by sharing ideas, feedback, and concerns through student voice opportunities.
- attend all scheduled commitments punctually, including support sessions and mentoring.

## Progression to University and Careers

### **I will...**

- take responsibility for meeting all deadlines related to university and career applications, ensuring my work reflects my best effort and commitment.
- actively engage in career planning and university preparation, using all available resources, including guidance from the Sixth Form Team and the school's Careers Leader.
- seek opportunities to enhance my skills and experiences through pre-approved extracurricular activities, volunteering, or work placements that support my future goals.
- take responsibility for securing and completing work experience placements, meeting all related deadlines and requirements as set by the Careers Leader.
- attend pre-approved university open days, careers fairs, and relevant events to make informed decisions about my next steps.
- follow the school's policy regarding the limits and procedures for any external visits during the academic year.

## Employment & External Commitments

### **I will...**

- limit my part-time work to a maximum of 8 hours per week, ensuring that my employment does not interfere with my academic commitments.
- inform my form tutor or Head of Year if external commitments are affecting my academic progress, seeking advice and support as necessary.

## Wellbeing

### **I will...**

- actively seek support from the pastoral team if I am struggling or my mental health is affected.
- recognise that looking after my wellbeing is essential to achieving long-term academic and personal success.

## Final Agreement

I understand the expectations outlined in this agreement and take full responsibility for meeting them. I am committed to upholding the values and standards of Trinity Sixth Form through my conduct and learning. A continued inability to meet these expectations, as set out in this agreement, could lead to a review of my place in the Sixth Form.

Student Name:

Signed Student:

Date:

## Parent/Guardian Commitment

I/we have read the Sixth Form Agreement and I/we acknowledge the expectations required.

Signed Parent/Guardian: Collected Digitally