



LEARNER AGREEMENT AND COLLEGE CODE OF CONDUCT

We will provide you with:

- A safe and friendly learning environment within a secure campus.
- Clear, accurate and impartial information, advice and guidance to help you choose the right programme of learning, achieve and progress.
- An environment that promotes equality and respect and welcomes and celebrates diversity.
- Excellent, inspiring and enjoyable teaching and learning.
- High quality support services and facilities to support your learning.
- Opportunities to have your say and share your views of the college.
- Enrichment opportunities to enhance your employability skills and personal development.
- Clear, current and accurate information to support your studies and progression

We expect you to:

- Attend all your learning sessions; be punctual and ready to learn.
- Act in a mature manner at all times and treat all individuals with respect, consideration and tolerance.
- Respect the college environment, facilities and resources and cause no wilful damage to college or other people's property.
- Participate fully in all scheduled learning sessions and complete all work and assessments on time. Not consume food or drink, except water, in classrooms or other learning areas.
- Switch off mobile phones in classrooms and other learning areas, except when being used specifically for learning.
- Take care to act safely and not put yourself or others at risk; where there are special safety requirements in your area of work, you must adhere to them.
- Display your college lanyard and ID around your neck at all times whilst on college campus.
- Never allow another individual to use your ID to enter or exit college.
- Only smoke in designated areas, including e-cigarettes.
- Not come to college under the influence of alcohol or drugs or bring alcohol or drugs onto the campus.

- Not harass other people (harassment means giving people unwanted attention).
- Comply with college requirements on safeguarding and Prevent, and not express extremist or offensive views, or act in ways that could be considered extremist and/or offensive, or attempt to influence others to do so.

Please be aware that failure to adhere to the College Code may result in disciplinary action.

COVID-19 CODE OF CONDUCT

- Take care to act safely at all times and adhere to any area-specific health and safety requirements. Maintaining your own health and safety and having consideration for others.
- Refrain from spitting or throwing chewing gum on the floor. This must be discarded correctly in to a bin.
- Attempt to catch coughs or sneezes in a disposable tissue or sleeve
- Stick to any one-way systems around college.
- Wash hands regularly.
- Use hand sanitiser regularly.
- Wear any required PPE correctly and for as long as required.
- Maintain the social distancing guidelines in all areas of the college.
- Wear face coverings when and where required to do so.
- Stay away from college if displaying symptoms of COVID-19 for the stipulated time period.
- Follow government advice regarding shielding and self-isolation.
- Carry out cleaning of desk space and equipment as required.
- Comply with all reasonable requests from staff members.
- Follow health and safety instructions in handbooks and signage around college.

Any learner deliberately breaching the rules or who shows a lack of respect for the health and safety of other members of the college community, will be subject to immediate suspension from college pending disciplinary action

Name:

Learner Number:

Signature:

Date