

HE Learner Agreement and College Code

We will, wherever possible, 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
- Opportunities to contribute to College activities to enhance your employment skills, personal development and provide enrichment
- Clear, current and accurate information to support your studies

We expect you to:

- Attend and participate fully in all scheduled learning sessions, be punctual and ready to learn and complete all work and assessments on time
- Act in a mature manner at all times and treat all individuals with respect, consideration and tolerance
- Complete all assessments with integrity ensuring that you are mindful of the guidelines set out in the Academic Misconduct policy
- Respect the College environment, facilities and resources and cause no wilful damage to College or other people's property
- Not consume food or drink, except water, in classrooms or other learning areas
- Refrain from using mobile phones and other electronic devices 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 at all times around your neck whilst on College campus
- 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
- Complete all mandatory training required by the college from time to time

Participation and engagement summary agreement

'I agree to participate fully in the programme of study for which I am enrolled. This will include regular and prompt attendance and participation in each module. I understand that my lecturers will keep a register of attendance on all modules. If I am unable to attend a module for a good reason i.e. health, unexpected family commitment etc. I will inform the college and agree what steps are needed to compensate for missing any sessions. I recognise that engagement includes wider participation and contributions than simply attending lectures and includes examples such as working independently in the library on study tasks, projects, research, group work, online forums, presentations, work-based learning and laboratory projects/experiments. Where my engagement and/or attendance become an issue, on notification, I agree to attend a meeting review any issues, and understand if these cannot be resolved, then I could be at risk of being withdrawn from my programme of study. If such a risk exists, the College will have sought a meeting and will inform me in writing of the risk. Any decision to withdraw or termination of registration of a student will normally be confirmed at an appropriate exam/progression board and is always subject to agreement by the Head/Dean of Higher Education'.

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