

Learner Contract

{Insert college logo here}

I,.....agree to:

1. Attend college on the days and times required
2. Be on time to classes
3. Inform the college when I am absent by contacting {insert appropriate contact details here}
4. Listen to what the teacher and learning support assistant say and act upon it
5. Behave in a mature and appropriate manner throughout my time at college
6. Respect all others and their property
7. Keep the college tidy/ work place tidy
8. Not to carry alcohol, drink alcohol, or be under the influence of alcohol whilst in college.
9. Not to smoke cigarettes under the age of 18 and agree to only smoke in designated zones
10. Not to carry any illegal substances, use any illegal substances, or be under the influence of illegal substances whilst in college.
11. Not to carry any offensive weapon or unauthorised knife
12. Not to cheat or deliberately copy another persons work
13. Work to the best of my ability in classes and at work
14. Bring the necessary equipment to classes and to work
15. Abide by all Health and Safety Procedures, including the wearing of protective clothing
16. Abide by the policies and procedures as set out in the college handbook
17. Understand and act upon my class / work 'code of conduct'

I understand that breaking the learner contract could result in me losing my place at college

Signed by: _____ **Date:** _____

If you break the Learner Contract or Code of Conduct

{Insert in here details of what will happen if a student breaks the agreement, include procedures and stages involved}

Disciplinary Process for 14 to 16 year old learners

{Insert in here details of the colleges disciplinary processes}