

Routine

- You must attend all scheduled sessions; lessons, assembly, tutorial and enrichment unless prevented from doing so by ill health, injury or other reason agreed by City College in advance.
- You or your parents/carers are asked to phone City College in the case of absence before 8.30 am.
- You will be punctual to all sessions which are scheduled on your timetable.
- You shall manage your workload. Deadlines for work to be completed, as set by staff will be met on time.
- You will be willing to undertake work experience, voluntary work and attend residential.
- When not in scheduled sessions you must make effective use of your time for independent study.

Conduct

- Your dress should be respectable and sensible.
- Mobile phones and headphones should only be used in sessions with the agreement of the member of staff.
- ID badges will be visible at all times; there will be a charge of £5 if a replacement is needed. You must sign in and out of Burslem School of Art.
- You are expected to treat Burslem School of Art, facilities, resources and the environment with respect.
- You are expected to understand and comply with the ethos of City College, with an emphasis on self-discipline, commitment, motivation and success. Mutual respect should operate at all times and at all levels.

Should any student fail to adhere to any aspect of this agreement, City College reserves the right to apply sanctions, including withdrawing students from roll.

On behalf of City College:

Date:

Student:

Parent/Carer: