

## PRIESTLEY COLLEGE CHARTER

### **As a student or potential student at Priestley College, you may expect:**

- Access to impartial advice and guidance about courses at the College
- Information about the College, its performance and its courses, to be up-to-date, accurate and in a variety of formats to meet your individual needs
- To be guided carefully on your individual choice of programme, appropriate to your existing qualifications and desired aim
- To have teaching of high quality with an appropriate level of demand, and assignments set and assessed to assist you in your learning
- To find an open and supportive culture where you can thrive and achieve and where you are assured that your welfare will be treated as a high priority
- Additional learning and personal support when it is needed, provided that the College is made aware of your individual needs (and that funding is available)
- The opportunity to have your opinions heard and responded to through elected Student and College Councils, and through opinion surveys
- A safe environment in which to study
- Facilities and equipment of a high standard which allow your learning style to be accommodated
- To be given notice of any changes to the College calendar
- To be dealt with fairly and respectfully regardless of your age, ethnicity, gender, sexuality and any disability or learning difficulty
- Impartial advice and guidance about applications for further education, training and employment following your time at College, and appropriate help with applications to higher education or employment

### **As a parent or carer of a student at Priestley College, you may expect:**

- To receive information about the student's progress on her/his programme of courses at intervals during the year, which will be notified to you at the start of the academic year
- To be invited to meet the student's tutors at least once during each academic year to discuss her/his progress
- To be informed if we are concerned about any aspect of the student's progress
- When you visit the College, to feel welcome, safe and secure

### **As a student at the College you have responsibilities towards yourself and other members of the College community**

- To apply for a place at College within the appropriate time-frame as set out in the College prospectus
- To attend any appointments for interview in connection with your application for a place at the College or to contact the College to make alternative arrangement
- To attend all lessons, enrichment sessions and tutorial sessions promptly and regularly
- To inform the College of any unavoidable absence and to take responsibility for completing any missed work
- To work to the best of your ability and to submit work on time
- To treat other members of the College community with respect
- To make yourself aware of and to abide by the College's equality and diversity policies and procedures
- To be aware of, and to participate in the promotion of, equality and diversity, by training, through publicity materials, Worldfest celebrations and through curriculum and charity events
- To report any incident of bullying or harassment by following the correct procedures
- To work with due regard to your own and others' welfare and safety
- To respect and not to damage the College environment or the property of others
- To contribute to the College's various endeavours relating to sustainability and 'green' initiatives
- To follow the College calendar and to avoid holiday bookings in term-time