

## IMPORTANT DOCUMENT - PLEASE READ

**Our vision is for BHASVIC to be a contemporary creative learning community. We value learning, respect, inclusivity and collaboration. In choosing to study at the college we ask you to sign this contract, demonstrating your commitment to share and promote the core values of the college.**

### **Behaviour - BHASVIC is a learning environment**

We expect that the behaviour of all members of the college will support a calm and purposeful atmosphere which respects others and enables effective learning to take place.

### **Happy - BHASVIC promotes wellbeing**

We understand that emotional health and wellbeing supports positive learning and achievement. As members of the college we will take care of ourselves and others, recognising the impact of our actions and choices in maintaining welfare, safety and happiness.

### **Active - BHASVIC expects active participation to help everyone achieve their full potential**

We will make the most of our time at college. We will attend all timetabled commitments and arrive on time, fully prepared to engage positively in all activities. We will look for ways to broaden experiences beyond the purely academic, and take opportunities to get involved in wider college enrichment.

### **Successful – BHASVIC supports a ‘high challenge: low threat’ ethos**

We recognise and celebrate success in all forms, but understand that success usually comes from hard work, grit and determination. We will not be afraid to learn through failure. We will work hard and give of our best, following the ‘6 Rs’ to become reflective, resourceful, resilient, responsible and respectful risk-takers.

### **Valued – BHASVIC values respect and inclusivity**

We celebrate the fact that college is a diverse community. We value all members and will treat everyone with fairness and respect, expecting adherence to our established codes of conduct.

### **Independent – BHASVIC encourages independence**

We aim to develop the skills for independent lifelong learning. We know we need to become well-informed and innovative thinkers who are able to access the learning tools we need throughout our time at college. We aim to know how and when to ask for help, but will seek to develop self-discipline and self-reliance in order that we can take this forward in our lives beyond college.

### **Community – BHASVIC believes in uniting for the common good**








We take pride in belonging to the college and recognise we are ambassadors for the good name and reputation of the college as a whole. This applies both on and off-site and on and off-line. We will show consideration for others and actively respect the college environment, and that of the wider local area, engaging positively with our neighbours and the community.







# BHASVIC Student Code of Conduct – while attending college, it is expected that you will:

## Attendance & Punctuality

- Be respectful, professional and mature, behaving in a way that promotes a cooperative, positive and productive learning environment.
- Participate in all learning activities and complete at least 12 hours independent study, outside lessons, each week.
- Have full attendance; we expect above 90 per cent. If absent, make sure you (or a parent/carer) contacts the attendance team and follows procedures to authorise all absences. Do not take holidays in term time.
- Sign out at reception if you have to leave college during your timetabled day and will miss lessons as a result of illness or other emergency.
- Report to reception if a member of staff does not arrive at a scheduled lesson after 10 minutes and you have not received instructions from elsewhere.
- Be punctual for all classes, including tutorial, bringing essential equipment with you, and completing the required independent study.



Participation & Communication		Make sure that the work you submit for assessment is your own. Complete work to the best of your ability and meet all deadlines. Seek help when you need it and take up the support offered.
		Avoid working for more than ten hours a week in any part-time job during term time, as it could impact on your learning.
		Check your college e-mail regularly. Take responsibility for keeping up-to-date with all college communication, including BHASVLE, Student Bulletin and Teams.
		Take opportunities to contribute to the learner voice process, student union and wider college enrichment, clubs and societies. Participate in trips and visits, where possible.
		Take pride in the college and surrounding local environment: keep all areas clean, tidy and free from litter. Do not eat or drink (except bottled water) in any classrooms or in the library. Only smoke or vape in the designated area. Seek permission from a member of staff before distributing any flyers or posters.
		Pay all fees and charges promptly, or seek bursary or financial support from Student Services. Respect the property of the college, its staff, other students and visitors.
		Be polite and respectful in all interactions and be aware of the way in which your behaviour and communication impacts on the reputation of the college.

Safety & Security		Carry your ID badge at all times while at college and show it if asked by any member of staff. Do not allow anyone else to use your ID card: if lost or stolen, report this to reception and get a replacement.
		Ensure all visitors have signed in at reception, and do not socialise on site with people who are not BHASVIC students. Inform a member of staff immediately if non-students are on the premises.
		Report inappropriate or unsafe behaviour, including bullying and harassment, both on and off-line. Avoid using inappropriate language which may offend others.
		Take responsibility for your use of IT and make sure that such usage is safe, responsible and legal, taking note of the college's "IT Acceptable Use" policy.
		Treat college as a place of work. You must not consume or be under the influence of alcohol or drugs whilst on site or be in possession of any alcohol, drugs, illegal/psychoactive substances or offensive weapons.
		Follow all other BHASVIC policies and procedures, as published on the main college website and always follow instructions from a member of staff in relation to Health & Safety and site security procedures.

### College Contract:

- As a BHASVIC student I understand my responsibilities as a member of the college community and a partner in the learning process.
- I agree to uphold the values outlined in the college contract and to meet all commitments within the student code of conduct.
- I am aware that I am expected to maintain these positive standards of behaviour throughout my time at college, and that failure to do so is likely to result in disciplinary procedures, including being asked to leave.

**SIGNED:**

**DATE:**

**Be Happy Active Successful Valued Independent/Informed members of the College Community**

# Personal Commitment

## A College To Be Proud Of

Please write down three personal goals you hope to achieve during your time at BHASVIC.

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