

SIXTH FORM CONTRACT

As a sixth form student of Campion College, I agree to fulfil the following requirements for the duration of my time in the Sixth Form:

- I will conduct myself in a manner befitting a senior student of the school, demonstrating respect to all members of the Campion community.
- I will ensure a high level of attendance and punctuality. Where there may be problems with this I will inform my supervisor and subject teachers in advance. I understand that it is essential that a note from my parents/guardians explaining any absences must be brought in **immediately** on my return to school. I will be responsible in getting details of the work covered and set (during my absence) immediately on my return to school.
- I will ensure that I am neatly and completely attired in my school uniform, respecting the dress code at all times.
- I realise that this Sixth Form has a positive work ethic and that I must arrive at each lesson fully prepared with the correct equipment and with all work up to date.
- I accept responsibility for my performance and will strive to complete work to a high standard and to the specified deadlines. Where there are problems, I will see my supervisor and subject teachers in advance.
- I will get involved in school life, participating in at least two co-curricular activities.
- I understand that study periods are built into the timetable to enable me to focus on the demands of the courses that I have chosen to study and I will strive to utilize these periods accordingly.
- I will respect the physical structure and contents of the Sixth Form building and will do my part to ensure that all areas remain litter free.
- I will sign in daily on the attendance register.
- I accept full responsibility for my cellular phone, laptop computer and any other electronic device if I decide to bring it to school, both in terms of security and **appropriate** use as defined by the school.
- I will check the 6th form Notice Boards every day and attend assemblies faithfully.
- I will take part in Community Service on a regular basis.
- I will complete the full two-year sixth form programme. **No transcripts to fulfil university or college admission requirements will be generated for Sixth Form students before the second year of the Sixth Form programme. This includes unofficial transcripts.**
- Should I decide to leave the campus after my last class with the intention of returning to school, I will conduct myself in a manner befitting a Campion student with the full knowledge that I am considered a senior representative of my school.
- I have read the Sixth Form Handbook (the "Handbook") and agree to comply with all the rules, regulations, policies and procedures outlined therein (the "Rules"). I understand and accept my responsibilities set out in the Handbook. I understand that disciplinary action may take place as outlined in the Handbook if I fail to comply with the Rules.

School Based Assessment

- Academic honesty should be maintained throughout the entire SBA process. All sources used in research papers and projects must be properly acknowledged, using the quoting and referencing conventions stipulated by each subject department.
- Students are encouraged to use their own words, as much as possible, to express their ideas and to avoid excessive, lengthy quotation of other writers.
- Students will be penalised for proven plagiarism in keeping with the Academic Integrity Policy of Campion College. The CXC Examination Regulations also stipulate that a candidate may be liable to disqualification from the subject concerned or the whole of the examination, or suffer a mark or grade penalty for breaching the Regulations.

Student/Parent Agreement

I **agree** to accept these conditions of enrolment in the Campion College Sixth Form, and understand that disciplinary action may take place if I do not meet these requirements as laid out above. If I do not fulfil the expectations indicated, I understand that one or more of the following sanctions may be applied: a verbal warning, a written warning, being placed 'on probation', a letter to parents/guardians, exclusion from the Sixth Form for a specified period (suspension), permanent exclusion from the Sixth Form.

I **declare** that all SBA tasks/assignments for all subjects will be my own work, will not include any materials which have been copied from other sources without acknowledgement and that I am responsible for ensuring that the work produced is my own and will bear the consequences of committing plagiarism or other malpractice in SBA.

Name of Student (please print): _____

Student Signature: _____ **Date (DD/MM/YYYY):** ___/___/___

I, the parent/guardian of the student named above, acknowledge that I have read and understood this agreement and will ensure my child's/ward's compliance with its terms. I have also read the Handbook. I agree to ensure my child's/ward's adherence to the Rules outlined in the Handbook and relating to the SBA, and I understand and accept my parental/guardianship responsibilities in that regard as outlined in the Handbook including but not limited to the Guidelines for Parents therein.

Name of Parent/Guardian (please print): _____

Parent/Guardian Signature: _____ **Date (DD/MM/YYYY):** ___/___/___

Principal/VP/Supervisor Signature: _____ **Date (DD/MM/YYYY):** ___/___/___

Parents/Guardians – **please tick the box and sign** if you are in agreement with the following statement.

- I give permission for my child, _____
(*please print name of student*), to leave the school compound on completion of his/her classes even if this is prior to 3:00 p.m. I understand that the school **cannot** accept responsibility for my child's whereabouts and safety once they have left the campus.

Parent/Guardian Signature: _____ **Date (DD/MM/YYYY):** ___/___/___

Students – **please tick the box below and sign** if you are in agreement with the following statement.

- I give permission for the school to release my results/other pertinent information to prospective employers/colleges.

Student Signature: _____ **Date (DD/MM/YYYY):** ___/___/___

Please print TWO copies of this contract and bring the signed documents to orientation. You will keep one copy; the other will be filed at school.