

## **THE HART SCHOOL STUDENT & PARENT**

### **LEARNING AGREEMENT**

**2025 / 2026**

#### **Welcome**

The Hart School Sixth Form continues a strong tradition of values-led education and academic development. We are proud of our inclusive and supportive sixth form community. Our approach places the individual at the centre and is grounded in respect, personal growth, and shared responsibility. Our facilities are modern, our teaching is dynamic, and our staff and students are highly committed to success.

We aim to provide a broad, high-quality educational experience that enables every learner to grow, achieve, and realise their full potential. We welcome students and families from all backgrounds and beliefs and work together to build a culture of mutual respect and care.

By joining our sixth form, you are agreeing to the expectations set out in this handbook.

#### **Inclusive Sixth Form Values**

At The Hart School Sixth Form, inclusion is fundamental. Every student is recognised, supported, and treated with dignity. We actively promote a safe and positive environment and do not accept discriminatory language or behaviour in any form. Our goal is a community where all learners feel secure, confident, and able to thrive.

#### **Key Contacts**

Mr Brennan – Head of Sixth Form

Mr Dangerfield – Deputy Head of Sixth Form

## **Sixth Form Tutors**

Students are assigned a form tutor who provides daily guidance and monitoring.

## **Absence**

To report absence or speak with the main reception or a member of the attendance team. The main reception number is also available for general enquiries.

## **Attendance and Punctuality**

Our target for every student is full attendance. Students are expected on site from 8:30am each day and must attend all lessons and supervised study sessions on time.

Attendance is tracked closely. Where attendance drops below 95%, support and intervention will begin. Ongoing serious concerns may lead to a formal attendance agreement and could ultimately result in removal from the sixth form. Students with continued attendance of under 90% can be removed from the sixth form.

Absence contact will be made with home if a student is not present and no reason has been provided. Missing individual lessons will also be recorded and communicated.

## **Reporting Absence**

- Parents/carers must notify the sixth form each day of absence.
- Students cannot authorise their own illness absence.
- Students who feel unwell during the day must gain permission before leaving and sign out correctly.
- Planned absences require advance approval and a signed form.
- Missed work must be caught up promptly.

- Driving lessons and part-time employment must not take place during timetabled sessions.
- Appointments should be arranged outside lesson time where possible.
- PSHE and tutor sessions are compulsory and contribute to overall attendance

### **Attendance Procedure**

Attendance is measured by lesson participation. Families are encouraged to monitor attendance through the school system. A staged response is used to support improvement.

#### **Stage 0** – 95%+ attendance

Positive recognition recorded weekly.

#### **Stage 1** – Below 95%

Tutor discussion and reminder support.

#### **Stage 2** – Below 85%

Head of Year meeting and attendance contract. Parent contact made.

#### **Stage 3** – Below 80%

Formal meeting with senior staff and parents.

#### **Stage 4** – Below 70%

Senior leadership and Headteacher review. Place in sixth form may be withdrawn.

## **Punctuality Procedure**

Being on time is an essential professional habit. It shows reliability and readiness for future pathways including university and employment.

Late arrival results in same-day catch-up time. Repeated lateness leads to further sanctions and intervention.

## **Behaviour Standards**

Sixth form students must meet whole-school behaviour expectations and act as role models within school and the wider community.

### **Key expectations include:**

- No phones, headphones, or coats in lower school areas.
- Mature, respectful conduct at all times.
- Report antisocial behaviour on transport.
- No vaping, smoking, or disruptive gathering near the site.
- No student parking on site.
- Considerate parking in the local area.

Failure to meet behaviour standards may result in loss of sixth form place.

## **Dress Code**

Full sixth form dress requirements must be followed to maintain a professional environment.

Please see the student handbook for a detailed description of the dress code.

## **Year 13 Progression**

Moving into Year 13 depends on meeting course entry and progress requirements.

- Entry requirements must be met.
- Continued placement depends on satisfactory effort and achievement.
- Mock exams help determine continuation.
- Poor attendance or behaviour may affect progression.
- Where students are continually failing assessments, students will be moved on to AS courses where available. The final decision for this will be made by the school in the best interests of the student.

## **Sixth Form Expectations**

### **Study expectations:**

Students must develop independent study habits, manage time effectively, and take responsibility for progress. Study periods support this development.

Students must:

- Prepare for all assessments.
- Complete at least five hours independent study per subject weekly.
- Meet all coursework and homework deadlines.

## **GCSE English & Maths Resits**

Students without a grade 4 must attend resit classes. Attendance and commitment are compulsory.

## **Plagiarism**

Submitting copied work is a serious offence and may lead to exam board penalties and removal from sixth form. This includes the use of AI.

## **Enrichment**

Enrichment develops transferable skills such as teamwork, communication, resilience, and organisation.

Activities may include mentoring, reading support, sports, and leadership roles.

Super-curricular opportunities support university and career readiness through visits, employer engagement, wider reading, and academic extension.

Students must complete at least three enrichment activities and a minimum of ten hours voluntary service.

## **Student Expectations Summary**

Students must maintain excellent attendance and punctuality, meet deadlines, attend intervention sessions, follow dress code, complete work experience, take part in enrichment, attend meetings, and prioritise study over part-time work.

### **Parent/Carer Expectations Summary**

Parents/carers are expected to attend progress events, support strong attendance, report absences, encourage independent study, avoid appointments in school hours, support enrichment and work experience, ensure deadline compliance, and understand that rule breaches may lead to sixth form removal.