



# Sixth Form Agreement

Being a Sixth Former is a position of responsibility. You are the oldest students in Arden and the other students will look to you to set the example. There is an expectation that your conduct reflects this position, at all times.

In order for the Sixth Form to function in the most effective way possible, we ask you to accept our way of working. Please read this agreement carefully.

**Both students and parents/guardians must agree to adhere to all elements of it.**

## Code of Conduct

- I will attend school all day, every day, from 8.40am until 3.30pm.
- I will display an excellent attitude to learning.
- I will be active in my learning both in lessons and between lessons.
- I will act as a role model to all the younger students in the school.
- I will attend ALL lessons, assemblies and morning tutor period, plus any additional enrichment sessions, unless I am ill, when the school will be notified of my illness.
- The school must be notified of any absence before 9am by calling 01564 773348 (Opt 2, then Opt 1) or via Edulink.
- I will maintain a high level of punctuality.
- I will scan in as soon as I arrive on the school site and scan out if I leave before 3.30pm.
- I will arrive on time for all sessions with the necessary equipment and resources for each class.
- If I am late or miss a session, with no valid reason, I will make up this time after school on a pre-arranged day that is set by the school.
- If my attendance or punctuality is an issue, I will be placed on a monitoring system and improve it.
- I will wear the appropriate dress code (details below) and visibly wear the identity badge (lanyard) at all times when on Arden premises (even during study time). I will pay for a replacement if I lose it (total cost is £3).
- If my dress code is incorrect, I accept I will be sent home to change into the correct dress code.
- I will listen to and respect the opinions of others.
- I will not use any language and behaviour that may cause offence.
- I will submit all work set by deadline and seek permission in advance if this is not possible.
- I will only use a mobile phone in the Sixth Form block during break and lunch times. I will not use my phone anywhere else in school.
- I accept that Social Media is to be used in a mature and responsible manner, and will not do anything that brings the school into disrepute. If my use of Social Media brings the school into disrepute or is discriminatory, I may lose my place at Sixth Form.
- I will not bring or consume any alcohol, drugs or cigarettes/e-cigarettes onto school site, nor will I smoke/vape within the vicinity of the school.
- I will check my personal email, Edulink and Google Classroom on a daily basis for messages from school, home learning and resources. I will notify the school if the address changes.
- I will not park within 1 mile of the school premises and will not drive onto the school site at any time.

I understand that if any of the above is not adhered to, I will attend a meeting with my Head of Year/Head of Sixth Form and my parents/guardians will be informed.



# Dress Code

We strongly believe that a smart appearance creates the best atmosphere for learning and, as a result, achievement reaches its full potential.

The expectations are:

## Male Students

- A smart suit
- A formal shirt
- Arden Sixth Form tie (available at Early Years or Palmers)
- Smart shoes

## Female Students

- A smart suit or a smart tailored jacket with trousers/skirt or smart dress, suitable for a school environment.
- A formal shirt or blouse
- Smart shoes

## General

In the cold weather, students may wear a plain dark cardigan or V-neck jumper under their jacket. Hooded tops are not permitted. A jumper is not a replacement for a jacket.

Skirts, dresses or trousers that are judged too short or tight are not permitted.

No denim, lycra or stretch material is permitted.

A shirt or blouse that is judged as low cut, cropped, transparent or revealing is not permitted.

Unnatural colour hair dye is not permitted.

Piercings are only permitted in the ears.

Students should adhere to this dress code to avoid unnecessary conversations about their appearance so that a focus can remain on their learning.

Students who do not adhere to this dress code will be sent home to change.

**Please note that our Code of Conduct and Dress Code is subject to approval by the Governing Body.**