

SIXTH FORM  
LEARNING CONTRACT  
2023-2024

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**Trinity High School  
& Sixth Form Centre**

PART OF BORDESLEY MULTI ACADEMY TRUST



# Trinity High School & Sixth Form Centre

PART OF BORDESLEY MULTI ACADEMY TRUST

## VISION AND VALUES

**Excellence for all** – at Trinity, we strongly believe that education opens doors and has the power to change lives. We are therefore relentlessly striving for Excellence for all our students so that they can realise their talents and create their futures.

Trinity High School is a school built around a big heart, ambitious culture, exceptional staff and student relationships. It is an inspirational environment that allows memorable and high-impact learning to take place.

### Our aims are to:

- Ensure students prosper because we have unceasingly high expectations and aspirations for their academic progress as well as their character development.
- Create and maintain a happy, caring community where students are encouraged to take responsibility for their own learning and development
- Ensure that students grow into confident, articulate young adults who contribute selflessly to their families and local community.
- Help close the gap of social inequalities and to work with families to ensure that no student is disadvantaged by their social context.
- Provide a range of creative and stimulating experiences that broaden students' horizons and aspirations and allow them to develop qualities that help them to become confident citizens, who respect others and make a full and highly positive contribution in 21st century modern Britain.

## VALUES

Trinity High School and Sixth Form Centre –

*...a school built around a big HEART!*

### H – Happiness

At Trinity we strive to have the happiest school community. To do this we 'Get it Right' every day and care for others around us. We expect all our students to be positive role models, always be kind and communicate positively with all members of our school community.

### E – Excellence

We celebrate our achievements and are proud of our efforts. We expect every student to always give their best, building on success and learning from mistakes.

### A – Ambition

We challenge everyone to set aspirational goals and provide support to achieve them. We expect all students to chase big dreams and have audacious goals.

### R – Respect

At Trinity we are respectful of ourselves and others. We commit to following our very simple rules and understand how rules create a calm and orderly community.

### T – Tolerance

At Trinity we are tolerant of the different beliefs and opinions of others. We celebrate difference and welcome the opportunity to belong to a diverse and inclusive Trinity family.

# FORMAL REWARD SYSTEM

## The 'Excellence for All' Reward System

Our praise culture at Trinity High School and Sixth Form Centre is very important to us.

### Verbal Praise

Verbal praise to students is invaluable and must be used constantly by teachers. This is the main form of praise used in the school and promotes intrinsic, long-term rewards rather than material, short-term rewards. Excellent behaviour should be rewarded with verbal praise as much as possible, to highlight students who are doing well. Verbal praise should also detract from negativity as staff are looking for positives to highlight and make an example of rather than negatives.

### Applause Moments

Each lesson staff will nominate a student/s who in that lesson has excelled. There will be an applause moment for this student in the classroom.

### Student of the half term

Each faculty nominates two students for each year group for the half term. Students receive a certificate. There is also the opportunity to nominate students who have excelled in character or community. House points are awarded through Bromcom logged by the pastoral team.

### Certificate of Commendation

These are awarded to students who go over and above the usual expectations for effort, behaviour or contributions to the school. Certificates of commendation contribute towards house points and are entry to the end of half term raffle for cash prizes.

### Attendance

All students can celebrate attendance, even those who sometimes through no fault of their own struggle to be in school. Students who achieve 100% attendance each week will be issued with certificates of commendation which go towards their house point totals. These will also be entered into the half-termly raffle.

### Presentation Evening Nominations

Each year every faculty is invited to nominate students from each year group for the subjects in which they teach. These are collated by Heads of Faculty. Student nominees are presented with letters by SLT in November/December inviting them to Presentation Evening, held on the last Thursday evening of the Autumn term. Parents/carers are invited to the evening to celebrate their child's achievements. All students will receive a certificate & voucher. Some students will receive trophies or plaques for specific awards.

# ACADEMIC EXCELLENCE

**Excellence for all** – this is the commitment by Trinity High School and Sixth Form Centre. Every student is capable of academic and personal success with academic excellence at the centre of our **HEART** values.

### Trinity High School

With our support we will help students to realise their potential and create a positive future.

- We are committed to ensuring that we have first attention to the positive. We will recognise and reward you for working hard.
- We will make sure we always plan lessons to engage students in challenging work that paves the way for success in school and life.
- We will commit to ensuring that Sixth Form lessons are only ever cancelled as a last option.
- We will commit to sharing MEG's and TAG's in good time and regularly review progress, and schedule parental meetings where necessary.
- We will regularly set work that develops independent study skills and a more in-depth knowledge of the subject.

With **your** commitment **IN SCHOOL** you will realise your potential and create a positive future.

- **I will live the HEART values everyday.**
- I will work to the best of my ability in every lesson, by keeping my work well maintained, dated and titled.
- I will co-operate with school on any consequences if my behaviour or attitude is not upholding the values and rules of Trinity High School.
- I will have all of the necessary equipment and text books to enable me to learn.
- I will attend all timetabled lessons, including PSHE, enrichment and directed study.
- I understand that progression from Year 12 to Year 13 is dependent on achieving expected standards in my subjects.

With **your** commitment **OUTSIDE SCHOOL**, you will realise your potential and create a positive future.

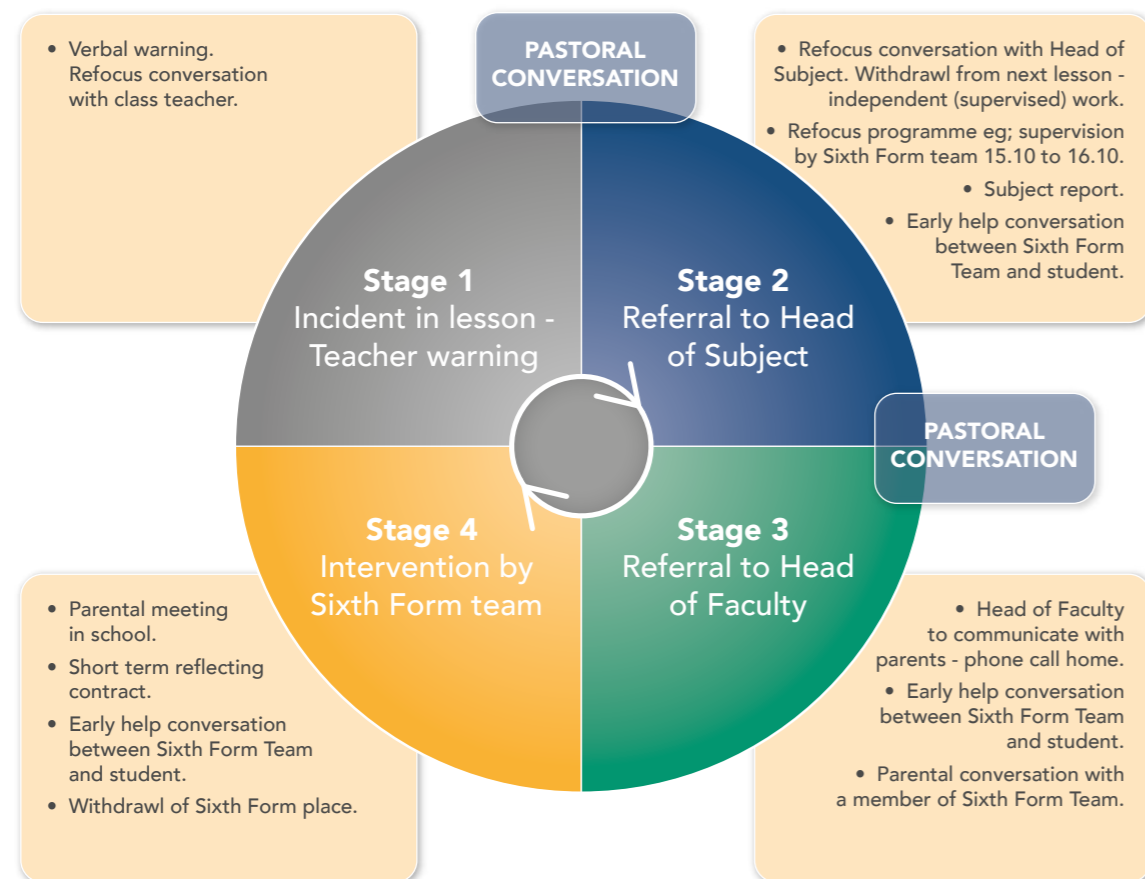
- I will be ambitious and complete all of my independent study and coursework to the best of my ability and meet the deadlines set by my teacher.
- I will catch up any missed work due to absence, by the deadline set by my teacher.
- If I am absent from school, my parents will contact school via MCAS by 7.00am each day of my absence.
- I will manage my paid working hours to ensure that I have enough time to fulfil my school commitments.
- I will keep text books provided by school in good order and return them at the end of my course.
- I will have a curiosity in the subjects I am studying which extends outside of the classroom.

# GET IT RIGHT ✓



## Our school code of conduct

GET IT RIGHT is our school code of conduct that supports our mission and helps our lessons to be happy, purposeful, and orderly. GET IT RIGHT is a simple set of basic expectations that allows all members of our school community to work together successfully.



# BUSINESS DRESS

Living our **HEART** values at Trinity High School includes having immaculate standards of Business Dress and having pride in our appearance to put us in a positive frame of mind ready to work.

Business Dress should consist of;

- Tailored trousers, skirt or dress of an appropriate length.
- Collared shirt to accommodate a tie or blouse done up to an appropriate height.
- Smart jacket with or without a fine-knit cardigan, jumper or waistcoat.
- Smart shoes or boots in plain leather or imitation leather, heels must be no greater than 6cm in height.
- Jewellery must be discreet, with no facial piercings.
- Hair should be of a natural colour.
- Make up should be discreet and natural looking.

If students fail to adhere to the Business Dress, they may be asked to return home and parents may be contacted.

# ATTENDANCE

Students can celebrate attendance, whether it is consistently high or improved.

<p><b>Trinity High School</b> With our support we will help students to realise their potential and create a positive future</p>	<p>With <b>your</b> commitment to attendance you will realise your talents and create a positive future.</p>
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| <ul style="list-style-type: none"> <li>• We will reward the high attendance of students with commendation certificates and cash raffles.</li> <li>• We will monitor attendance to school each day and contact parents if we have had no notification from the student regarding absence.</li> <li>• We will monitor attendance to all lessons and contact student and/or parent if absent from a lesson without authorisation.</li> <li>• We will support our students in achieving excellent attendance through a fully supportive academic and pastoral system.</li> </ul> | <ul style="list-style-type: none"> <li>• I will arrive to school at 8.40 every morning and register with my tutor.</li> <li>• I will not plan for family holidays or other extended absences during term time.</li> <li>• I will attend every lesson promptly and ready to learn.</li> <li>• I understand that there will be consequences if my attendance does not comply with the schools expectations, as detailed below.</li> <li>• I understand that I can draw on the academic and pastoral systems to support my attendance.</li> </ul> |
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% Attendance	
100%	Termly letter of praise to go home - Very well done. Commendation Certificates and cash raffle entries
<95%	Student 1-2-1- with Mentor, and problems identified and strategies agreed. Monitored by Mentor, strategies shared with 6th Form Team and relevant subject staff. Student to attend subject catch up. Parents informed about attendance concerns and impact on progress. Attendance Monitoring Report Issued to student
<90%	Parents asked to attend meeting with school; contract from improvement established with clear consequences identified and agreed. Subject catch-ups and Study Support made compulsory. The school minibus may be sent to the students house for collection into school
<85	Letter sent to inform and warn parents that student may need to drop subject or leave school.

# PUNCTUALITY

Students are expected to arrive to lesson promptly. Late arrivals may be refused entry to the lesson and referred to the Sixth Form team for refocus.

# MOBILE PHONES

Mobile phones are only allowed in designated Sixth Form areas.

Mobile phones must be switched off, inside a bag once they begin entering the buildings at the start of the day. Any student seen using a mobile phone after entry to school buildings must expect to have it confiscated in accordance with the Mobile Phone Policy.

This also applies to any electronic or smart devices, including smart watches, speakers and earphones.

# HIGH LEVEL SANCTIONS

Ultimately, as the Sixth Form is a voluntary place of education, a student may be asked to leave Trinity Sixth Form if non co-operation and in breach of our expectations of behaviour.

## Serious Offences

To ensure an ordered and safe environment for all who work at the school there are some rules to which all must adhere and, if broken, will be treated as profoundly serious matters. This includes the following:

- Behaviour which places the student or others in danger
- Setting off the fire alarm other than in an emergency
- Making malicious accusations against school staff
- Any form of physical or verbal abuse towards other students or staff, including gathering in large groups intending to intimidate others
- Bringing into school any harmful or illegal substances, including legal highs, alcohol, tobacco, matches and lighters, electronic cigarettes, vapes, e-shisha pens, e-liquids (both nicotine and nicotine free)
- Being under the influence of alcohol, legal highs and/or illegal substances during the school day
- Bringing onto the school premises any type of weapon, including any type of knife/pen knife or any type of gun, including toy guns and replicas, this also applies to travel to and from school
- Misbehaviour at any time that could adversely affect the reputation of the school
- Directing foul and abusive language towards staff
- Direct refusal to follow a reasonable instruction.

This list, and other lists within this policy, is not exhaustive and unforeseen situations may also be included in this category. This means any act not listed above or in this policy which is perceived to be against the common good of the school community.

# SAFEGUARDING AT TRINITY SIXTH FORM

We recognise that the years spent in the Sixth Form are some of the most important in the life of a young person, and we take seriously our responsibility to guide them towards adulthood whilst safeguarding and preventing harm.

## Times of the School Day

The school day for sixth form students is the same as the lower school, and all students are expected to be on site for the whole day.

The school day starts at **8.40am and ends at 3.10pm.**

## Lunchtime Arrangements

Sixth form students are given the privilege of leaving site at lunchtime between **1.35pm and 2.05pm** and must ensure they return promptly to period 5 lessons/registration. If sixth form students do go off site at lunchtime, they must remember that they are ambassadors and representatives of Trinity High School and as such we must insist on impeccable behaviour in and around the local community. Sixth form students are prohibited from attending any licensed premises during their lunchtime.

All students who leave site at lunchtimes must sign out on Inventory and back in when they return.

## Lanyards.


To ensure that sixth form students can be easily identified, they must always wear their lanyards when on the school premises.

**Name:** .....

**Signed:** .....

**DATED:** Start of academic Year - September 2023



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