



MONOUX
SIXTH FORM COLLEGE



SHOWING UP CHARTER



LEARN



CONNECT



DESIGN

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PURPOSE OF THE SHOWING UP CHARTER

Our student charter is underpinned by the Monoux Student Framework – ***Our portrait of a graduate.***

We have structured our programme for personal growth by encompassing the following three key themes:

- A Rigour**
- B Community**
- C Self-mastery and agency**

The aim of the charter is to achieve the above priorities by ensuring a clear and consistent shared understanding of the expectations and responsibilities of all members of the college community.



WHAT YOU CAN EXPECT AT MONOUX COLLEGE:



At Monoux College, students can expect comprehensive support for their academic and personal development.

This includes a thorough induction, engaging lessons, clear expectations and necessary equipment and facilities.

Students will receive timely feedback on their work and have access to college spaces for independent study.

Regular progress discussions, opportunities to voice opinions through student leadership, and a safe, respectful environment are prioritised.

The college offers experiences with employers, guidance for future opportunities and information on various support services such as learning support, counselling, and financial aid.



RIGOUR

Including Oracy, skills, work experience, attendance, next steps and assessments (exams).

Expectations: This means challenging our students to think critically, engage deeply with academic content, and make meaning from concepts. This develops analytical skills, problem solving abilities therefore, preparing our students for academic success and lifelong learning.

Demonstrated by:

- Appreciating the difference between school and sixth form lies in the level of independence, depth of study and expectations. *Sixth form demands greater self-discipline, advanced critical thinking and more specialised subject focus.*
- Embracing mistakes as learning opportunities, seek feedback, adjust strategies and stay persistent and see each setback is a step towards improvement and success.
- Our lessons are designed to challenge student thinking and to develop academic skills.
- Students are expected to complete an additional 15 hours per week of independent study. This will include flip learning/homework.
- Students are expected to come to lessons prepared having completed the necessary preparation as instructed by teachers.

ORACY

Students are expected to communicate clearly and respectfully, using precise vocabulary. Developing oracy skills is crucial for building confidence and is vital for future employment prospects.

Staff will support students in learning through discourse, focusing on the following:

- Increased willingness to practice public speaking during class presentations, tutorials and assemblies.
- Ability to articulate ideas clearly to diverse audiences by planning and structuring thoughts effectively.
- Active effort to expand vocabulary by reading more literature, learning new words, and engaging in conversations.
- Listening to others' ideas and explanations without judgement.
- Participating in class discussions to share thoughts and opinions.
- Teachers will enhance student oracy skills through our Talk Tactics strategy.
- Developing a growing interest in reading both non-prescribed course materials and general fiction books.
- All year 12 A-Level students will attend Read to Succeed sessions and tutorials.



SKILLS

Our vision for skills is that students are well prepared for the demands of the modern workforce and are equipped with the essential abilities needed for career success and personal growth.

To support this, our students will take part in our skills curriculum that will support development, help students to build professional relationships and meet employer expectations.

Students will collect digital badges (as shown in the diagram) by taking part in our skills curriculum such as **work experience**, **skills encounters** and **challenges**.



WORK EXPERIENCE/INDUSTRY PLACEMENTS

As part of vocational and technical courses, students will engage with a number of employers including work experience.

For students on vocational courses this may include a work placement typically lasting a week. **For T Level students this will include a 45-day industry placement.**

Work experience/industry placements helps students to develop a range of skills and competencies that employers are looking for and can help develop confidence.

Students are expected to demonstrate enthusiasm, commitment and responsibility on work experience placements and projects.

Students must follow the dress guidance in the work experience policy and demonstrate excellent attendance.



ATTENDANCE

95% AS A MINIMUM AND GRADUATION POINTS

It is the college's expectation that students must have at least 95% attendance. If attendance falls below this, it is at the college's discretion whether a student can keep their place.

At **five points** across the academic year, we review student's performance and assess their eligibility to continue their journey at college. The college will always communicate to students and families when there are attendance concerns. Students who do not respond to the challenges of being a successful learner, and who demonstrate an unwillingness to develop their routines and increase their effort, find themselves at risk of failing to graduate beyond each point.

NEXT STEPS

All students are expected to engage rigorously and ambitiously with Next Steps Advisers about their plans after Monoux, whether this is going to university, doing an apprenticeship or entering the world of work. Students will attend and participate in small group and 1:1 Next Steps Sessions with their advisers to develop an action plan to leave Monoux with high aspirations.

ASSESSMENTS – INCLUDING EXAMINATIONS



Students will take **five formal assessments on a course**, including mock exams, in addition to public exams during the year. These assessments help us to track progress and provide necessary support, such as workshops.

As a result of key assessments, students will receive a current grade three times each year that we will use to track and support progress.

Year 12 A Level mocks will be used for UCAS predicted grades. For vocational/technical courses this will be the first-year grade.

It is important that students use the feedback provided by their teachers to make the necessary improvements as they progress on their course.

Students will receive assessment notifications via their teachers and the college email/app system.

COMMUNITY

Including respectful behaviours, building relationships, vaping/smoking, compliance with searches, filming, lanyards and mobile phones.

RESPECTFUL BEHAVIOURS

We expect our community to display behaviours that are courteous and to respect differences in beliefs and opinions of others. We will work with our students to excel in this.



Demonstrated by:

- Being polite and courteous to staff, students and visitors.
- Thinking before speaking, paying attention to language and tone.
- We have zero tolerance of obscene language and use of derogatory words.
- Actively listening to others when their opinions or beliefs differ.
- Be willing to evolve and admit mistakes after a setback.
- Avoid interrupting or causing disturbances e.g. making noise in the corridors or when in shared spaces of the college.
- Respect the college space by following the college dress code (see dress code section).
- Follow the college's expectations on the use of mobile phones (phones should not disturb lessons and quiet study spaces).

BUILDING RELATIONSHIPS WITH THE WIDER COLLEGE COMMUNITY

Building relationships with staff and students helps to build our community. Greeting one another helps all to feel recognised and contributes to the overall positive culture of the college. This includes taking the opportunity to greet each other during different times of the day e.g., entry period, end of day, shared college spaces – Zone, Student Engagement Centre (SEC), Learning Resource Centre (LRC) and speaking with visitors.

We expect all members of our community to be courteous to each other, so using phrases like *'good morning'*, *'hello'*, *'please'* and *'thank you'* are an important part of our expected interactions with each other. It is not acceptable to ignore members of staff who greet or address you.

We take pride in our reputation in the local community. Therefore, we expect Monoux students to always represent the college as ambassadors. This includes demonstrating professional behaviour to and from college, positive conduct at bus stops and in local shops/cafes e.g., on lunch breaks.

VAPING/SMOKING

Vaping and smoking are prohibited inside any of the college buildings, and in outdoor areas, other than the vaping area which is situated at the rear of the College. If a student is found to be vaping or smoking outside of the designated space, students will be issued with a fixed term exclusion (FTE) and a follow up meeting with a parent/carers will be arranged.

COMPLIANCE WITH SEARCHES AND DRUGS/GRINDERS

The college conducts searches of possessions in the interest of security and to investigate concerns. Searches are conducted by Campus Officers unless there is no officer available, in which case a search can be conducted by a senior manager in the presence of a staff colleague.

We also undertake random searching as part of our commitment to the wider contextual safeguarding concerns around youth violence and criminality.

FILMING/SOCIAL MEDIA/RECORDING WITHOUT CONSENT

Social media is the term used to describe the online tools, websites and interactive media that enables users to interact with each other in various ways, through sharing information, opinions, knowledge, and interests.

Students cannot reference the college in the title or content of any social media pages created by them under any circumstances. Breaches of this will be treated as gross misconduct.

Mobile phones must not be used to film any member of staff/student who is taking part in college activities, particularly 'live streaming' on social media. If any student breaches this, it will be treated as gross misconduct.

Any students discovered to have recorded (video/audio) staff or students without their consent on Monoux premises, or during Monoux sanctioned activities, e.g., trips, will be treated as gross misconduct.

LANYARDS

As noted in the dress code policy, lanyards are to be worn by all members of the college community. This includes all students and staff.

Lanyards are essential for the safeguarding of all members of the college community. If a student refuses to wear a lanyard, they will be issued with a fixed term exclusion (FTE) and a follow up meeting with a parent/carers will be arranged.



MOBILE PHONES

We understand that mobile phones are part of society, and most students will have a mobile phone. We also understand that mobiles allow students to connect with friends and family/carers or to even access emails. However, mobile phones can lead to issues at college, including lateness to lessons, disruption to lessons, distraction to learning and focus, bullying and inappropriate web usage.

At Monoux we want students to connect with the college community, encourage conversations with each other and promote opportunities for students to engage with activities.

Excessive mobile phone usage leads to poor concentration and negatively impacts long term retention; therefore, mobile phone usage is restricted in the college.

Mobile phones cannot be used in lessons and there is restricted access in study spaces such as the Learning Resource Centre (LRC). Voice calls are not permitted in the corridor. We expect students to:

- Keep phones on silent (including no vibrations) during lessons, assemblies and employer events.
- Keep phones away (in a bag) or in the phone pockets provided by a teacher.
- Teachers may ask students to place their phone on the teacher's desk to reduce distraction.
- Managers may confiscate phones for safety reasons.
- Mobile phones are not permitted in exams. During all exams, mobile phones must be switched off and put away.



SELF-MASTERY AND AGENCY

including taking ownership, teamwork, being prepared for the day, READY and dress code.

Expectations: Students are expected to control their own behaviours and reactions in all situations and to move forward consciously and steadily towards goals. This also includes the self-discipline to do things in a deliberate and focused way.

Demonstrated by:

- Planning for the day ahead and being organised, including having the required learning materials needed for the day, e.g., textbooks, pens, paper, homework, reading materials and a bag.

- Managing time effectively and being punctual to all college engagements and commitments, including the start of the day, lessons, tutorials, workshops and assemblies.
- Effectively managing frustrations to regain composure after challenging or difficult situations, e.g., if you are too late for a lesson.
- To reflect on achievements, be proud of those and set targets after setbacks, e.g., use your progress tracker to make a note of future targets.
- Meet all college deadlines.

TAKING OWNERSHIP

To succeed in life, it is essential for learners to master the skill of independent learning and understand that high grades require considerable engagement with their subjects outside of class. We encourage learners to show a desire to understand content fully and develop the skill of perseverance when reading complex text or data to ensure they are able to deepen their understanding.

It is crucial for students to have a good routine around study time; ensuring they get plenty of rest and sleep so are prepared for the next day. It is a good habit to turn mobile phones off two hours before bedtime.

We understand courses are demanding and so we require students to commit to demonstrating dedication and effort throughout their time at college. Students will be assessed regularly whilst on their course in the form of mocks, key assessments, coursework and exams.

As referenced above, we expect students, with our support, to effectively manage their time to dedicate the necessary time to meet deadlines and prepare by giving enough time to important assessments.

TEAMWORK

There will be occasions when students work in teams for projects or as part of their course. Learning teamwork equips students with essential skills and competencies for success in both academic and professional settings. It teaches them how to collaborate effectively, communicate clearly, and navigate diverse social environments, laying the foundation for future success. Teamwork projects can lead to more innovative solutions and deeper understanding of the subject matter through peer learning. These experiences ultimately build interpersonal skills and are highly valued by employers and are crucial for career success.

BEING PREPARED FOR THE DAY

We expect students to organise themselves for their day at college as they would in the workplace or at university. In addition to timekeeping this includes students ensuring that they have the correct materials and equipment for the day (e.g. pens, notepads and sketchbooks) as well as any relevant class textbook and working documentation (homework, flip learning).

We advise all students to carry the previously listed materials in an appropriate bag. A bag helps keep all the above items organised ensuring students are prepared for their classes.

READY



Investing in personal development whilst at college is crucial for students as it lays the foundation for both academic and personal success.

This period is a pivotal time when students will transition from adolescence to young adulthood, and focusing on personal growth can significantly enhance self-awareness, confidence and resilience. Engaging in activities that promote good organisation and time management, leadership and effective communication equips students with essential life skills that are invaluable in higher education and future careers. Moreover, personal development helps students to identify and pursue their passions, fostering a sense of purpose and motivation. Ultimately, these investments in personal growth not only improves academic performance but also prepare students to navigate

the complexities of adult life with confidence and competence.

Monoux recognises this and has created a framework to support students to be READY for their future.

MINIMUM STANDARD DRESS CODE



At our college, we do not enforce a uniform policy, as we believe it is beneficial for students to have ample choice in their attire, akin to what they will experience in their future careers and at university. However, we also find it appropriate to require students to dress in a manner that aligns with the high expectations of our environment and fosters the development of professional skills. While students enjoy significant freedom in choosing their attire for college, we expect them to adhere to the following guidelines

No unprofessional attire – this means not wearing clothes and footwear that wouldn't be acceptable in a modern office/indoor workplace.

Clothing:

- No tracksuits or sportswear bottoms. The following are permitted - jeans, cargo pants, chinos and these must be worn at the waist
- No ripped jeans or trousers.
- Leggings are permitted; however, shapewear and unitards are not allowed
- No crop tops
- Outdoor coats and hats are not allowed in classrooms and study spaces

Accessories and footwear:

- Lanyards must be always worn and visible
- Hoodies can be worn, but hoods must be down
- Footwear must be suitable for the workplace; slides and Crocs are not permitted
- Air Pods/headphones are not allowed in corridors and lessons but can be used in social spaces and for independent study

Mobile Phone Use:

- Mobile phone usage should be respectful of the study environment.
- Calls are only allowed in social spaces, not in corridors or study spaces.

Work Experience and Employer Visits:

- Students must adhere to this dress code during placements and visits, as outlined in the Work Experience Conduct Policy.

All students are expected to arrive at college wearing clothing in accordance with these expectations