

# FIND OUT

## STUDENT CHARTER

“Our mission and values represent our key commitment to working in partnership with learners to ensure that all have full opportunities to achieve. The Student Charter has been written by you, our students, and stands as the guide to your expectations of what we, the College, will do for you.”

### COLLEGE'S KEY COMMITMENTS

Students expect that the College will:

- Provide high quality teaching and learning to help us achieve our potential through a variety of teaching styles
- Ensure the code of conduct is actively promoted to all students and staff
- Start classes on time and let us know about changes to timetables in good time
- Introduce us to the College and to specific courses in a thorough and well planned way
- Give us an assessment and assignment programme that enables us to plan our studies
- Discuss our progress with us during regular one to ones
- Provide a range of services to support our studies including where to go if we have a problem
- Provide a safe and secure environment
- Give us independent and confidential careers/employment and study advice to enable us to fully explore our options for the future
- Offer us all the help we need to choose the right course through a variety of free and impartial information, advice and guidance before and during our course
- Listen to and acknowledge the 'student voice'. Respond quickly to our enquiries and requests based on our individual needs.

### STUDENTS' KEY COMMITMENTS

The College expects that all students will:

- Take responsibility for our own learning and achieve to our full potential
- Observe the code of conduct
- Get to classes and meetings on time
- Meet agreed deadlines
- Be confident in asking for support if we need it
- Make the most of the services available to us
- Respect all College property and take responsibility for our environment
- Observe all health and safety rules
- Follow security procedures by remembering to wear our I.D. badge
- Pay fees promptly
- Play an active role in the College life and community. Make our voice heard by getting involved in student committees and forums and make a difference

**The Golden Rule:  
Treat everyone  
with respect and  
treat them as you  
would want to  
be treated.**

Copies of the Student Charter and Code of Conduct are available from our receptions and also from Student Services.



**East Berkshire College**