

Student Charter

2018 / 2019



THE STUDENT CHARTER HAS TWO PURPOSES:

1. To explain what you can expect when you become a student at T.F.P.T.C
2. To Guide you in what we expect of you as a student of T.F.P.T.C

THIS CHARTER WILL OUTLINE DIFFERENT ASPECTS OF STUDENT JOURNEY UNDER THE FOLLOWING HEADINGS:

- Before you decide to be a student at T.F.P.T.C
- When you start at T.F.P.T.C
- When you are on your course you can expect
- T.F.P.T.C Will provide
- Important Information

BEFORE YOU DECIDE TO STUDY AT T.F.P.T.C WE WILL:

- Help you decide which is the right course for you
- Tell you if there are any things you might have to pay for
- Explain what you will learn on your course
- Look after your application and keep in touch with you
- Ask you to tell us about any extra help you need

WHEN YOU START AT T.F.P.T.C WE MAKE SURE YOU:

- Understand what you have to do
- Have an induction for your study programme
- Know what you will be learning about
- Get information about your assignments and when they have to be done by
- Understand about policies and procedures
- Understand our positive Behaviour Expectations

WHEN YOU ARE ON YOUR COURSE YOU CAN EXPECT:

- Good Teaching and enjoyable learning
- To be treated equally and fairly and with respect
- The chance to share your views
- Information and guidance about what you can do after you finish

T.F.P.T.C WILL PROVIDE:

- Well qualified and experienced staff
- An individual learning plan to help you keep on track and hit your targets
- Progression, Achievement and development
- Opportunities to express your opinions or complain if something isn't right

RESPECT

- Respect feelings – Act in a way that shows people you care about their feelings
- Respect difference – Accept people's rights to look, think or act differently than you
- Respect rights – Think and behave in a positive way showing you care about people's rights to stay safe

CODE OF BEHAVIOUR

We expect everyone to behave well. We ask all students and staff to agree to abide by the following standards.

At T.F.P.T.C we will:

- Act with respect, politeness and consideration for all
- Tolerate peoples' beliefs and views and not harass or bully anyone
- Work hard, attend all sessions and arrive on time
- Attend the one-to-one sessions
- Focus on our own and others learning
- Recognise that behaviour affects others
- Keep our language polite and avoid offensive words
- Keep mobile phones off, unless we are using them in learning
- Bring all equipment and materials we need to each session
- Follow all health and safety requirements

PROGRESSION , ACHIEVEMENT AND DEVELOPMENT

- Promote positive discussion around relevant topics affecting young peoples lives
 - Provide useful information around personal safety, progression, achievement and development.
 - Empower students to make informed decisions with confidence.
- This charter is not intended to be a comprehensive statement of the services that the company offers not is it intended to create any legal obligation on the part of the company or students.