

STUDENT CONTRACT 2025/26

BE READY - BE RESPECTFUL - BE SAFE

BE READY

- I will have 100% attendance for all my lessons. This includes my main vocational programme, English and maths, tutorials, work experience and enrichment activities
- I will arrive on time for all my lessons – if you are not 5 minutes early, then you are late!
- I will bring the correct equipment so that I am ready to learn. This includes the appropriate Personal Protective Equipment (PPE), Pens, note pads and uniform related to my course
- I will wear appropriate and sensible clothing that is appropriate for college. I understand that means NO hoods, and balaclavas whilst on campus. I will ensure that such items are removed upon entering college premises.
- I will report all absences to my tutor, in advance
- I will attend planned work/industry placements, always show professionalism, and respect the employer's environment

BE RESPECTFUL

- I will respect all members of #TeamForest, including other learners, staff, and visitors to the College
- I will commit to following instructions and take responsibility for my own actions both inside and outside the College
- I will take pride in the College environment and appropriately use the College services offered to me and do my part to keep the campus clean that helps promote a clean and sustainable College
- I will be an active citizen, aware that my actions outside the College represents the College
- I will uphold and support the College's values – INTEGRITY, INCLUSION, AND EXCELLENCE

BE SAFE

- I will wear my college ID card and lanyard around my neck whilst on campus at all times, and present this to any staff when requested
- I will adhere to all health and safety rules, guidance and follow set instructions related to my personal safety and the safety of those around me
- If I feel unsafe, I will report these concerns to a member of staff or contact the BeSafe Team
- I will follow the College's IT Acceptable Use Policy

ZERO TOLERANCE

I understand that Waltham Forest College maintains a **zero-tolerance** approach to certain behaviours and actions. If I engage in any of the following activities, my place at the college and my future progression opportunities will be immediately jeopardised:

- **Smoking or Vaping:** Smoking or vaping anywhere on the College grounds
- **Health and Safety Violations:** Breaching or completely disregarding the College's health and safety measures
- **Anti-Social Behaviour:** Participating in any form of anti-social behaviour on campus or within the surrounding communities, and specifically avoid congregating in Spruce Hill and/or Hallingbury Court
- **Criminal Activity:** Being involved in any criminal activity or other actions that bring Waltham Forest College into disrepute
- **Substance Misuse:** Engaging in substance misuse, being under the influence, in possession of, or intending to supply illicit drugs or legal highs on campus or within our communities
- **Weapons:** Found in possession of an offensive weapon, knife, blade, or corrosive substance on campus or within the surrounding communities
- **Extremism:** Being involved in any form of extremism, whether violent or non-violent, including activities related to terrorism or actions that endanger others under the Terrorism Act 2000
- **Violence** – Causing, starting or being involved in any form of violence, under the category of both physical (fighting) and emotional abuse

I understand that being part of #TeamForest is my choice and by adhering to these commitments, I understand that I am contributing to a positive and effective learning environment at Waltham Forest College.

Full Name

Student Signature

Date