Lighthouse College Expectations 2023/2024

**Whilst I am enrolled at Lighthouse College, I will:**

1. Follow instructions given by staff and respect the rules of Lighthouse College.
2. Attend every session on time, arrive with a positive attitude and attempt all tasks to the best of my ability.
3. Be polite and respectful to all other students, staff, and visitors.
4. Undertake and be supported in a Work Placement or work-based activity to the best of my ability.
5. Ring or text Lighthouse College before **9:30am** if I am going to be late or am unable to attend.
6. Bring any problems or issues I am having that might affect my behaviour or work to the attention of a member of staff.
7. Not do anything that could be seen as either abusive, threatening or inappropriate on social media.
8. Represent myself with pride and try to look after myself mentally and physically.
9. Accept responsibility for my decisions and actions.
10. Not consume any drink that may be classed as an ‘energy drink’ whilst at Lighthouse College or whilst representing Lighthouse College on trips and outings.
11. Not intentionally damage any property belonging to Lighthouse College.
12. Dress appropriately for Lighthouse College and Work Placements.

(For further information on our ‘Dress Code’ please refer to our website)

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If you are seen not to be doing any of these then the following steps will be taken:

1. You will be given your first opportunity by a staff member to change your behaviour.
2. If you continue with the behaviour after your first opportunity, you will be given a second opportunity by a staff member to make a change.
3. If after this, you continue with the behaviour disciplinary action may be taken and **you may also be asked to leave the premises.**

Disciplinary action could mean that you lose your place at Lighthouse College and/or your bursary money could be impacted.

By signing below, you are agreeing to everything in this contract.

We are looking forward to working with you – we want you to succeed!

Student Signature: ………………………….………………………….…

Date: ……………………

**Please note:** We will keep your copy in your personal folder. There is also a copy online on our website for you to refer to.