

Student Voice - Your Voice
Weymouth College welcomes your feedback
on all aspects of your experiences at College.
Make your views known through:

1. Your student representatives for your course at Programme Team Meetings and College Student Representative Meetings
2. Student Unit/ Module Surveys
3. National Student Survey (NSS)
4. University of Plymouth Student Perception Questionnaire (SPQ)
5. Your personal tutor or lecturing staff
6. The HE complaints procedure
7. The suggestions/compliments box in the Learning Gateway
8. Via emailing the principal: nigel_evans@weymouth.ac.uk

Weymouth College is committed to the practice of promoting equality and celebrating diversity.

The safety of our students is of paramount importance to us.

HE Student Charter

2018/19

**What you can expect from us
and what we expect from you...**

Weymouth College's mission is to transform lives
and contribute to economic and social regeneration
- bringing skills and knowledge to life.

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Tel: 01305 761100

www.weymouth.ac.uk

College Charter Updated 2018

When you apply we will provide:

- Up-to-date information on the courses we offer.
- Clear information about fees and any additional costs.
- Email you with details of interview/audition dates and requirements (if required).
- Notify you about our offer.
- Fair, impartial and student-focused treatment to all applicants.
- Access to College HE policies via our website.
- Signpost mature learners in receipt of benefits to appropriate links for advice and guidance.

Once you accept your offer we will provide:

- Specialist information and advice for applicants with disabilities and/or additional learning needs, about Disabled Students' Allowance and support available.
- Advice about childcare and other welfare issues.
- Guidance if required about the student finance application process.
- Details about enrolment/induction dates in September. (More detailed information will be sent late August.)
- Accommodation details (if required).
- Details about your relevant Student Contract.

Once you accept your offer we will expect you to:

- Make application to Student Finance England or ensure you have other means in place to fund your tuition fees ready for the start of your course.
- Notify us of any changes to your personal details.
- Identify any supporting need and arrange to discuss your particular needs as soon as possible.
- If appropriate apply for a Disabled Students' Allowance to help support you through your studies.
- Ensure you read any correspondence sent to you prior to enrolment.



Once on Your Course we will provide:

- A learning agreement for every student detailing your programme of study.
- An appropriate induction programme.
- Student Handbook(s) containing detailed information about your course.
- A named personal tutor.
- An environment which promotes your personal development.
- Help and advice for students with an additional supporting need.
- A timetable for your individual course so you know where you need to go and who will be teaching you.
- Regular reviews of your progress with your personal tutor.
- Assignments and coursework, which say clearly what you must do and how you will be assessed.
- Regular return of your assignments and coursework with clear and helpful feedback.
- Guidance on progression opportunities, for employment and Higher Education.
- A Work-based Learning Handbook (where appropriate) to aid you in the process of finding appropriate work based learning opportunities.
- An inspirational learning environment with up-to-date equipment and resources.

The College's Commitment to you:

- **We will** always place the interests and the needs of students at the heart of everything we do.
- **We will** provide an environment which is safe, accessible, caring and supportive.
- **We will** ensure that you are part of a friendly, inclusive academic community, characterised by honesty, respect and pride in diversity.
- **We will** hold as a guiding principle the belief that all people are of equal worth.
- **We will** aim to foster an environment where everyone is treated with dignity, fairness and respect according to their needs.
- **We will** commit to eliminating bullying and harassment, prejudice and stereotyping.
- **We will** make sure that you receive relevant information and guidance at all times.
- **We will** provide access to the equipment and facilities you need on your course.
- **We will** provide an aspirational programme of education to prepare you for further progression in Higher Education or employment.
- **We will** promote equality of opportunity in everything we do.
- **We will** respond efficiently and sensitively to any issue you tell us about and offer you confidential support if necessary.
- **We will** provide the opportunity for you to comment on and influence the College environment and your courses through regular surveys, through your course Student Representative and student voice.
- **We will** provide you with details of any changes to the content or delivery of your course.



Victoria Woolnough
Higher Education Lead Student Representative

Your Commitment to the College:

- **You will** respect the right of others to enjoy a safe and healthy environment for studying and working together.
- **You will** submit assessed work on time in accordance with academic regulations, and reflecting on feedback to inform your continued learning.
- **You will** take responsibility for your own learning with regular attendance and active participation in all learning opportunities.
- **You will** behave in an appropriate manner, taking care and responsibility for the College equipment and facilities.
- **You will** abide by all College policies and procedures and carry your Student ID card at all times.
- **You will** commit to all elements of your study programme.
- **You will** behave in an environmentally friendly manner, including adhering to non-smoking rules and using the bins provided for litter.
- **You will** be responsible for providing the means to fund your tuition fees.
- **You will** inform us of any change of address or contact details.
- **You will** raise any problems or difficulties (academic or personal) at the earliest possible opportunity.