

**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](mailto: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.**

**The College asks that you respect and adhere to all Covid19 measures currently in place including:**

- Maintain the required social distance (2 metres if possible and at least 1 metre) in all corridors and communal areas on campus
- Observe and follow all reasonable instructions regarding personal hygiene e.g. handwashing, covering the mouth when coughing or nose blowing
- Practice 'catch it, bin it, kill it' to help stop the spread of infections
- Ensure you wash/sanitise your hands more often than usual – on arriving on campus, when changing classroom and after eating for example
- and use the hand sanitiser stations situated across campus regularly
- Follow the 'one way' and 'keep left' systems in all college buildings
- Follow all the guidelines in place for your 'course bubble'
- Bring your own electronic device for completing work
- Tell us immediately if you – or anyone you have been in contact with - has symptoms of Covid 19

**Every student has a personal responsibility to behave appropriately with regard to the measures put in place to help keep the college community safe during the Covid 19 outbreak. Every student must treat fellow students and staff with dignity and respect and comply with College procedures on Covid 19 infection prevention, discrimination, bullying, and safeguarding**

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College Charter Updated 2020

# HE Student Charter

## 2020/21

**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.



## 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.



# VACANCY

Higher Education Lead Student Representative  
2020/21

## There will be a campaign to elect a new Lead Student Rep early in the Autumn Term

### 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.