****

**Great Oaks College – College/ Learner/ Family Agreement**

**Great Oaks College will**

* Provide families with timetables and daily or weekly diaries where appropriate.
* Provide stimulating educational programmes
* Arrange and hold Annual Review meetings.
* Deal with any concerns promptly.
* Offer support and advice when requested.

**Students at Great Oaks College will**

* Follow college and class rules.
* Attend college regularly and on time.
* Try hard.
* Treat others with respect.
* Respect college property.

**Parents/Carers will**

* Ensure that students arrive and are collected on time.
* Use cash or debit cards to pay for lunch.
* Notify college of any changes to medical care plans.
* Agree to students participating in all aspects of college life.
* Make every effort to attend parent’s meetings/ evenings
* Attend Annual review meetings.
* Ensure students do not attend college when they are unwell.
* Provide college with an emergency contact.
* Have a plan for collecting students if they become ill.
* Use student’s communication systems at home.
* Inform college promptly of any medical appointments or reasons why students are absent.
* Label all items of clothing.
* Ensure that students have all the items needed to take part in all activities and to meet associated costs.
* Provide a freedom pass or Oyster card for Travel training/ Work placement.
* Encourage students to be as independent as possible.
* Arrange holidays in college holiday times only.
* Inform college of any changes which may affect health, learning or behaviour (e.g. medication/home circumstances etc.)

Signed: Parent: Student: