



## Home College Agreement

Victoria College is a selective fee-paying States' school within the provision of the Government of Jersey's Children, Young People, Education & Skills Department. Parents and Guardians choose to send their sons to Victoria College to benefit from our education and values. Therefore, in choosing Victoria College, it is implicit that Parents and Guardians support the College in its expectations. These expectations are expressed in the Home College Agreement.

### AIMS OF THE COLLEGE

#### Our Mission Statement

Victoria College aims to create well rounded, resilient young men who have skills, attitudes and values to be successful individuals who make a positive contribution to society.

Our Aims are:

1. To be accessible to boys from all walks of life
2. To create academic and co-curricular opportunities for all students to fulfil their highest potential
3. To nurture a positive and passionate attitude to learning
4. To foster an inclusive culture based on personal and social responsibility and spiritual Sensitivities
5. To maintain a safe, happy and caring environment based on mutual respect and tolerance



## Parent / Guardian – Home College Agreement

### **I/we will make every effort to ensure that:**

- i. My/our son attends school regularly and where possible does not take holidays or other 'days off' during term time. I/we will provide reasons for absences
- ii. My/our son arrives at College on time, in the correct uniform and properly equipped
- iii. The College is informed immediately about any concerns or problems that might affect my son's academic progress or behaviour
- iv. Any prescription medications are left with the School Office with written instructions for their storage and administration
- v. The College policies and guidelines for behaviour are supported as outlined on the website
- vi. I/we will support our son in upholding the Joint Charter of Respect (Appendix A)
- vii. During school hours, if I/we need to contact my/our son, I/we will contact the school office for the message to be relayed to him
- viii. My/our son is supported with regard to coursework, homework, preparation for examinations and co-curricular activities
- ix. I/we will attend parents' evenings and/or talk with staff about our son's progress and respond to letters and other information about examination entries
- x. My/our son will be encouraged to become involved in some of the many opportunities provided by the College; e.g. trips and visits, fieldwork exercises, clubs, sporting activities, music and drama, examination revision sessions and work experience
- xi. I/we will engage positively with the College, and be respectful when interacting with staff in person, via phone or via email
- xii. My/our son understands the need to keep the College environment clean, tidy and safe and that I/we could be called upon to pay for any damage or abuse of these facilities
- xiii. I/we will ensure that school fees are paid in full and on time; on or before the first day of each term. In the event of a student leaving College, a term's notice is required, otherwise a full term's fees will be charged
- xiv. I/we are aware of the ability to agree or disagree to the permission for our son's photo to be used in school publications including our website, social media, media and promotional material, as highlighted in the signed Student Admission Form and have completed it accordingly

## 2. Student

### **I will make every effort to:**

- i. Attend all registrations and lessons regularly, punctually, properly equipped and in full College uniform with my tie fully fastened and my shirt tucked in
- ii. Discuss any problems or concerns relevant to College with members of staff
- iii. Uphold the Joint Charter of Respect (Appendix A)
- iv. Follow the terms of the Acceptable Use of ICT Equipment (Appendix B)
- v. Ensure my mobile phone is turned off between 0825-1525
- vi. Complete all homework and assignments set and hand them in by the specified deadlines
- vii. Keep my parents informed of all activities such as coursework deadlines, parents' evenings, examination timetables and out of College activities
- viii. Be a positive and active member of the College and where possible take part in some of the many opportunities made available by the College
- ix. Keep the College and its grounds clean, tidy and pleasant and I will not deliberately abuse or damage College property
- x. Represent the College positively at all times by respectful to others, including outside of school and particularly when being identifiable as a Victoria College student.

## 3. The College

### **We will make every effort to:**

- i. Contact parents if there is a problem with attendance, punctuality, uniform or equipment.
- ii. Listen to any parent and/or student concerns and we will respond promptly to any letters or telephone calls
- iii. Inform parents about any concerns or problems that affect their son's progress or behaviour
- iv. Consistently and fairly apply the College rules, school rewards and any disciplinary action
- v. Set, assess and monitor class work, coursework and homework and we will provide support for the satisfactory completion of the work
- vi. Send regular information home about progress and academic achievement and arrange parents' evenings during which progress can be discussed
- vii. Provide a range of co-curricular activities and encourage student participation
- viii. Provide a safe, clean, well-equipped and attractive learning environment



Signed \_\_\_\_\_

**Dr Gareth J A Hughes, Headteacher**

## Appendix A



# Joint Charter of Respect

*Created by a joint JCG and VCJ student forum: June 2021*

*Reviewed: July 2023*

Respect is defined as having due regard for the feelings, wishes, or rights of others. At our Colleges, we believe that all students should feel comfortable and safe within our community. We believe that working in partnership with both Colleges, we can be a powerful force for good. As members of this community, we have a responsibility to be role models to all students. In order to achieve this:

### **Student Section:**

- I will use language which is inclusive and respectful of others.
- I will not participate in intimidating or non-consensual behaviour.
- I will endeavour to challenge these behaviours or uses of language with constructive intent if I hear or witness them.
- I will be receptive to criticism of my behaviour and will be willing to educate myself.
- I will be accepting of all individuals.
- I will hold myself to the same standard online as offline regardless of the publicity of my actions.
- I will not hesitate to challenge the school leaders if and when more needs to be done.
- I will seek support from other members of the College community if I am not comfortable challenging behaviour and language.
- I will offer my support to my peers and encourage them to seek additional help.
- I am aware of the zero-tolerance policy within my college, and I understand what this means.
- I am aware that if any incidents occur across schools, consequences will be discussed across schools to ensure fairness for all students involved.
- If any of these clauses are broken by a student repeatedly, one VCJ and one JCG Prefect will have a discussion with said student.

### **Staff Section:**

- I will endeavour to put an end to discrimination wherever I encounter it.
- I will challenge offensive views expressed by students.
- I will treat all students fairly and with equal respect.
- I will flag any concerns I have about students who have breached the charter to pastoral leads.

Signed:

Name:

Date:

## Appendix B

### ACCEPTABLE USE OF ICT EQUIPMENT (STUDENTS)

Note: All Internet and email activity is subject to monitoring

**I Promise** to only use the school ICT for schoolwork that the teacher has asked me to do.

**I Promise** not to look for or show other people things that may be upsetting or inappropriate.

**I Promise** to show respect for the work that other people have done.

**I will not** use other people's work or pictures without permission to do so.

**I will not** share my password with anybody. If I forget my password I will let my teacher know.

**I will not** use other people's usernames or passwords.

**I will not** share personal information online with anyone.

**I will not** download anything from the Internet unless my teacher has asked me to.

**I will not** type anything on screen whilst someone else is logged into a computer without their express permission.

**I will not** disconnect, attempt to fix or interfere with in any way with any of the College's computeres or other hardware systems.

**I will** let my teacher know if anybody asks me for personal information.

**I will** let my teacher know if anybody says or does anything to me that is hurtful or upsets me.

**I will** report any inappropriate use of ICT.

**I will** use social media responsibly and follow age restrictions.

**I will** be respectful to everybody online; I will treat everybody the way that I want to be treated.

**I understand** misuse of the Victoria College computers will lead to the possible restriction of computer access and consequences as stated in the Behaviour for Learning Policy may be implemented up to and including permanent exclusion.

**I understand** any wilful damage caused to Victoria College equipment will be charged to my Parents / Carers and consequences as stated in the Behaviour for Learning Policy may be implemented up to and including permanent exclusion.

**I understand** that some people on the Internet are not who they say they are, and some people can be nasty. I will tell my teacher if I am ever concerned in school, or my parents if I am at home.

**I understand** if I break the rules in this charter there will be consequences of my actions and my parents will be told.

## Victoria College Foundation and the Old Victorians' Association

To facilitate the role of the Victoria College Foundation and the Old Victorians' Association, of which all past students are members, names and addresses and other relevant information will be passed to the Victoria College Foundation, a Body administered by the Board of Governors.

The Victoria College Foundation has evolved to enable all Victorians, old and young, to keep in touch with each other and the school. It does this through newsletters, reunions and fund-raising activities for the benefit of all students at Victoria College and the Prep. Should you not wish this information to be divulged to the Foundation, the Headteacher should be informed in writing.

## Privacy Notice

Please see the [Privacy Notice](#) on our website for what data we hold and how we handle it.