



Sixth Form Study Room Protocol

The routines set out below should be followed all students to ensure that every individual can study effectively whilst in the study room area. The reason for being part of the Sixth form is to achieve excellence in learning. Time in the study room is to be used to complete tasks set by subject teachers, to carry out wider reading and/or research and to complete UCAS forms or any other activity that is relevant to your studies.

In order for this to happen it is essential that the following protocol is adhered to and if this is not the case alternative provision and locations will be provided to the individual to ensure all students can work effectively in the study room. All students should appreciate that this facility is here to be used by all the Sixth Form.

- Collaboratively learning discussion levels should not be more than a whisper.
- When listening to music or watching educational clips you should use personal headsets.
- No more than 4 students to work around the round tables.
- No more than two students per double private study pod and one person in the single pods.
- YouTube should only be used for educational purposes linked to current courses.
- **No** food is to be consumed in Sixth Form Study Room.
- Drinks must be in a sealable container that cannot be spilt.
- Phones should only be used in the study area to listen to music.
- If a member of staff asks you to do something you must follow these instructions.

Consequences of poor behaviour

Step 1 - Warning Given

Step 2 - 2nd break detention issued

Step 3 - If behaviour continues refer to Head of Sixth Form

Step 4 - Sent to referral

Step 5 - Contact parents