London Brookes College

Your Success; Our Goal

Independent Sixth Form College

College Philosophy
Our college philosophy is that everyone, irrespective of age, has an infinite potential for learning, and a great capacity for change.

College Mission Statement
Our goal is to equip every student with the skills, knowledge, and understanding they need to reach their full potential. We encourage all learners to believe in themselves and grow in confidence. By the time they leave the college, students will have achieved exceptional personal success and developed a genuine love of learning, along with a lasting curiosity that supports them in pursuing their ambitions. We strive to create an engaging, supportive, and forward-thinking learning environment that blends technology, high-quality teaching, personal development, and enriching opportunities to promote academic excellence, student wellbeing, and lifelong learning.

College Vision
Your success; our goal.
To provide high-quality, inclusive education that equips students with the academic, technological, and personal skills necessary to thrive in higher education, vocational pathways, and a multicultural society.

College Charter 2025-26

An outline of your rights and responsibilities as a student at London Brookes College:

London Brookes College will support you by:

- *offering excellent advice and guidance in choosing your course;*
- *providing clear details of the courses available;*
- *processing your application efficiently and informing you of the outcome;*
- *introducing you to college life through inductions, tours and information sessions;*
- *providing an appropriate induction course on entry to the College;*
- *providing excellent pastoral and academic care whilst you are at the College;*
- *guiding you in your selection of progression routes on leaving the College;*
- *following the Equality and Diversity policy;*
- *providing a safe environment in which to achieve success;*
- *providing an education which is excellent in all aspects of provision;*
- *enabling you to achieve your expectations and even to exceed them;*
- *building your confidence;*
- *developing your skills and intellect beyond the confines of your examination courses;*
- *enabling you to work independently and in teams;*
- *preparing you to live with confidence and assurance in a changing world;*
- *being accountable for what we do by setting the highest standards;*
- *informing you exactly how to make a complaint if one is necessary.*

In return, we expect you to:

- *demonstrate a commitment to your studies in order to improve your achievement;*
- *maintain a 100% attendance record at all your classes (except for authorised absence);*
- *be punctual for all your college commitments;*
- *be suitably dressed and equipped for college work;*
- *complete all required coursework and private study within the deadlines set;*
- *keep safe and look after any College property loaned to you e.g. textbooks;*
- *show concern for and maintain the clean environment of the College;*
- *be co-operative with both staff and fellow students;*
- *uphold the College Equality and Diversity policy;*
- *support the ethos of the College and not engage in activities which bring it into disrepute;*
- *read and abide by all the College policies;*
- *complete all clearance formalities before you leave College.*

1 Introduction

1.1 The College is committed to its role as a distinguished provider of the highest quality education. The Governing Body and staff of the College seek to achieve this in partnership with students, parents and our staff.

1.2 The facilities offered by the College are described and illustrated on the college website and brochure, together with a comprehensive course guide, listing the courses available.

1.3 The College is proud of its record of examination success. Examination results summary will be published each year on the College website.

2 Admissions, Guidance & Counselling

2.1 The admissions procedure and courses are detailed on the College website.

2.2 Parent Evenings take place during the course of the year. Parents will be informed about the exact dates in advance.

2.3 At interview, students will have the benefit of high-quality advice and guidance from an experienced senior member of staff. This advice will be unbiased because the interviewer, except in special cases, will not be representing a particular area of the curriculum.

2.4 During their course of study, each student will be entitled to receive careers advice about progression to higher education and employment.

2.5 The student's Personal Tutor will be responsible for ensuring that appropriate advice and guidance are provided.

3 Fees: *The College fee policy is available on the College website.*

4 Teaching for Learning: *As a student at The Sixth Form College, you can expect all lessons to be well prepared by well-qualified subject specialists. Your learning programmes will be designed using an appropriate range of materials and resources organised so as to deliver coherent, stimulating courses which lead to nationally recognised qualifications.*

5 Monitoring Progress

5.1. Your progress will be monitored carefully and recorded by your teachers.

5.2. During your tutorial, you will formally review your progress with your teachers and your Personal Tutor. There will be a range of opportunities to comment on your experience at the College.

5.3 Teaching staff will arrange to discuss individually with you any aspect of your progress, at any point during your course, at your request and at a mutually convenient time.

5.4 Each year of your learning programme, your parents/guardians will be invited to college to consult with teachers on your progress. Your parents/guardians will, however, have the right to seek a report on your progress and discuss it with your teachers at any point during the academic year, as agreed with your teachers.

6 Code of Conduct: *As a member of the College community, you will be expected to uphold the College rules; in the event of transgression, you will be subject to the College 's disciplinary procedure agreed by the Governors.*

7 Equality and Diversity: *The College aims to be a community where all its members are valued and respected. This will be achieved through the curriculum, resources and environment and also through the quality of the relationships among the members of the community, as outlined in the College's Equality and Diversity Policy, which can be found on our website.*

8 The Equality Act 2010:

8.1 In accordance with the Equality Act 2010 the College undertakes to:

i) promote equality and diversity;
ii) promote social cohesion and build community links;
iii) respect the dignity of all people who visit, study and work at the College;
iv) provide conditions which encourage all learners to participate, progress and achieve in their earning;
v) actively challenge unacceptable actions and behaviours such as harassment or bullying.

8.2 Commitments to equality will be applied regardless of:

i) age;
ii) disability (however our campus has access limitations so please contact the College to discuss your specific needs);
iii) ethnic origin;
iv) gender;
v) gender re-assignment;
vi) marriage / civil partnership;
vii) pregnancy and maternity;
viii) religion or belief;
ix) sexual orientation

8.3 Policy Statement:

i) The commitment to equality and diversity is endorsed and led by the College leadership team.
ii) All College staff and students have responsibilities to comply with equality and diversity law. All are encouraged to build an awareness of equality and actively challenge all instances of inequality, helping to take positive action to remove any barriers to access, achievement and progression.

9 Child Protection: *A copy of the College policy is posted on the College website.*

10 Data Protection: *A copy of the College policy is posted on the College website.*

11 Feedback

i) The College and the Governing Body welcome feedback from students and parents.
ii) If students, their parents, employers or local community members have any cause for concern, the matter should be raised with the principal. The Principal will always investigate complaints and will make an initial response within 10 working days.
iii) lf complainants are not satisfied with the outcome, or wish to complain about the Principal, a letter should be sent to the Chairman of Governors at the College who will respond within 10 working days.

Checked & update on August, 2025
Next Review: August, 2026