



UTC Heathrow

Home and UTC Agreement

Name of Student:

A successful education rests on a three-way partnership between the student, his or her parents/guardians and UTC Heathrow. For this partnership to work, each party needs to contribute positively.

UTC agrees to:

- Treat students fairly, care for their safety and wellbeing and promote their happiness at the UTC;
- Ensure that they are well taught and achieve their best in all aspects of UTC life by promoting high standards of work and behaviour and providing clear guidelines to enable enjoyment and achievement;
- Help them to develop a sense of responsibility and to be considerate of others;
- Provide a wide range of subjects and a variety of enrichment activities;
- Provide appropriate academic guidance to enable all students to fulfill their potential and to make informed choices about each stage of their learning;
- Keep parents / guardians well informed about academic progress, achievements, sanctions and general matters;
- Notify parents / guardians if a Student is absent without permission. Provide an environment that has been risk assessed and considered safe for reopening
- Adhere to the social distancing guidelines as set out by the government, as much as we reasonably can
- Support your Student's wellbeing, such as by giving them someone to talk to if they feel anxious or overwhelmed
- Contact you if your Student displays symptoms of COVID-19 so they can be taken home and allowed to self-isolate
- Inform you if staff or Student in your Student's 'bubble' show symptoms of COVID-19, and help the NHS test and trace system get in touch with you if they test positive and the rest of the 'bubble' needs to self-isolate
- Enhance our hygiene measures, including more frequent cleaning and hand washing
- Provide meals, including free school meals for eligible pupils
- Communicate between home and school through notices, newsletters, text, email and the school website

For any of your Students who are at home, we will do our best to:

- Provide remote learning that allows your Student to access as much of the curriculum as possible
- Make alternative arrangements if your Student can't access remote learning
- Support your Student's wellbeing, such as by allowing them to talk with their friends and school staff regularly, when possible

As the Parent/Guardian/Carer I agree to:

- Ensure that my son/daughter attends UTC regularly, on time, in correct dress, with all their equipment that is needed and to notify UTC on the first day of any absence by telephone and by letter upon return;
- Let UTC know about any problems which might affect the work or behaviour of my Student;
- Support with work at home, such as revision, and provide a suitable place to study;
- Attend consultation evenings and discussions about progress;
- Support their Student in responding positively to the expectations and regulations of the UTC;
- Support UTC's policies and rules, and the Code of Conduct on behaviour and use of the ICT equipment;
- Avoid taking holidays during term time.
- I need to monitor if my Student or anyone in our household has symptoms of COVID-19 (i.e. a high temperature; a new, continuous cough; or a loss or change to their sense of smell/taste)
- If my Child or anyone in our household shows symptoms of COVID-19, I will not send them to school and we will self-isolate for the appropriate length of time
- If my Child shows symptoms of COVID-19, I will get also them tested and, if they test positive, work with the NHS test and trace system to notify anyone who's recently been in close contact with them, including at school
- If my Child shows symptoms of COVID-19 at school, I will collect my Student as soon as possible
- I will do my best to avoid public transport in peak hours when taking my Child to and from school, and we will wear face coverings if this isn't possible
- When dropping off and picking up, I will stick to the timings for my Student, use the designated entrance and adhere to the social distancing rules set out by the government
- I will not enter the school building without a prearranged appointment and I will leave the school immediately after drop off and pick up
- I will provide my Child with a pencil case, stationery and a water bottle.
- My Child will not bring any other items into school



- I will remind my Child about good hygiene practices, such as: regularly washing their hands thoroughly; avoiding touching their eyes, nose or mouth; and coughing or sneezing into their elbow or a tissue, and disposing immediately of any used tissues
- I will support the school's procedures in ensuring a safe environment
- My Child may be refused a place at school, if I do not adhere to the terms above

If my Child is staying at home, I understand and agree that:

- I will do my best to support my Child to complete any remote learning work set for them, and get in touch with the school if this won't be possible for any reason
- I may be contacted by the school if my Child fails to complete the work set for them

As the Student, I agree to:

- Attend on time each day and be punctual to all my lessons;
- Bring the things I need every day and look after them properly;
- Dress according to the Dress Code and be tidy;
- Work hard and do all my classwork and any extended learning as well as I can;
- Respect the UTC's Code of Conduct and be polite and considerate to others at all times;
- Follow the Code of Conduct for use of the ICT equipment;
- Treat the UTC's facilities and equipment with respect and keep it free of litter.
- Treat other students and employees with respect and be polite and courteous to each other at all times.
- Adhere to the social distancing guidelines as set out by the government, as much as we reasonably can.

Signed: _____ (Parent / Guardian)

Date: _____

Signed: _____ (Student)

Date: _____

Signed: _____ (UTC Senior Leadership)

Date: _____

Please return to Reception.

Date created: November 2017

Date agreed: November 2017

Date of Review: September 2020