



Learner Agreement and Data Protection Statement

By signing this form, you are confirming your enrolment at Wyke and acknowledging your responsibilities as a student, which are outlined in the statements below. Please ensure that you have read and understood these statements.

Overarching all of these statements, I understand that my conduct within the College and when on College business will be respectful, mature, and comply with the expectations set out here and in the College Charter. I acknowledge that I am a member of the College both on and off site when on College organised activities or travelling to and from the College. Therefore, this is in respect to College property, the surrounding neighbourhood, and all members of the College.

I understand that the college is a multi-cultural and diverse community and I will be respectful and supportive of my peers and staff no matter of their beliefs, ethnicity, religion, disability, sexual orientation or gender.

I understand that I am expected to attend all lessons, tutorials, enrichments, 1:-1 appointments and timetabled support periods. If I am absent, I will inform the College and explain the reasons truthfully before 10am on each day. I understand that the College will record my attendance and punctuality for all timetabled lessons and that these figures will be used for my Reviews, References, Bursary and Discretionary Awards.

I will fully engage in all remote learning activities set by the College to the best of my abilities. Should I have practical difficulties that will be an obstacle to remote learning, I will bring this to the attention of my Progress Tutor as soon as possible.

I will not take holidays in term time.

Where I am enrolling for a two year programme of study, my enrolment will continue on these courses into the second year of the programme. However, I understand that the College will assess my progress and may review and alter my study programme at any time following consultation with all stakeholders.

I will complete all work to a high standard-and by the deadlines set. All work submitted will be my own work and I understand any form of plagiarism could result in my suspension, investigation and possible removal from the qualification. I understand the College makes use of the Turnitin plagiarism software platform and agree to my work being submitted at

any point during the academic year. I will use the College computer systems in accordance with the College's Acceptable Use Policy.

I understand that the College will use the contact details provided where necessary (this may not apply where students do not live with their parents/guardians).

I understand that students can only smoke/vape in the designated outside area.

The College site, and any College organised activities, are alcohol and drug free and no alcohol or drugs may be brought onto College property. I will not enter College property whilst under the influence of alcohol or drugs. Failure to comply with this may lead to my place being revoked.

I understand I must wear my student lanyard and ID at all times when on the College site or on College organised activities. Failure to wear my lanyard or allowing its use by others will lead to behaviour sanctions.

I will only park on the College and in designated student spaces with appropriate permits. This will be rescinded if I do not comply with these regulations.

If my attendance, behaviour or conduct do not meet the College expectations as highlighted above (and those given in more detail in the College Charter) then I understand that the College will take a range of actions possibly resulting in changing my programme of study or me losing my place to study at Wyke College. This is detailed in our behaviour management policy.

The College is registered under the Data Protection Act (2018) for normal educational activity.

This privacy notice is issued by the Education and Skills Funding Agency (ESFA), on behalf of the Secretary of State for the Department of Education (DfE). It is to inform learners how their personal information will be used by the DfE, the ESFA (an executive agency of the DfE) and any successor bodies to these organisations. For the purposes of relevant data protection legislation, the DfE is the data controller for personal data processed by the ESFA. Your personal information is used by the DfE to exercise its functions and to meet its statutory responsibilities, including under the Apprenticeships, Skills, Children and Learning Act 2009 and to create and maintain a unique learner number (ULN) and a personal learning record (PLR). Your information will be securely destroyed after it is no longer required for these purposes. Your information may be shared with third parties for education, training, employment and well-being related purposes, including for research. This will only take place where the law allows it and the sharing is in compliance with data protection legislation. The English European Social Fund (ESF) Managing Authority (or agents acting on its behalf) may contact you in order for them to carry out research and evaluation to inform the effectiveness of training.

You can agree to be contacted for other purposes by ticking any of the following boxes:
About courses or learning opportunities. For surveys and research. By post. By phone. By e-mail.

Further information about use of and access to your personal data, details of organisations with whom we regularly share data, information about how long we retain your data, and how to change your consent to being contacted, please visit: <https://www.gov.uk/government/publications/esfa-privacy-notice> To view our Wyke College Data Protection Policies and Privacy Notice, please visit: <https://wyke.ac.uk/about-wyke/data-protection>

Image and Profile Consent

At Wyke College we enjoy celebrating the success of our students, and this can mean that we use images in promotional material in print and online. Providing consent means that you understand that the college may retain and use your image during the period you are an enrolled student and for up to five years from you ceasing to be a student here. As well as using student images to celebrate successes, we will also use student profile information, which are statements you provide during interviews or relevant information about you, such as your academic achievements, your previous school and your destination when you leave Wyke. This includes providing information to your previous and subsequent education providers.

Providing consent means that you understand that the college may retain and use your details for the purposes outlined during the period you are an enrolled student of Wyke Sixth Form College and for up to three years from you ceasing to be a student here.

Consent to use Image: YES Consent to Use Profile: YES

I give consent for Wyke College to access my GCSE scripts for exams I took whilst I was at my previous school, in order to use these to support my learning. Consent for GCSE Scripts YES You can withdraw this consent at any time by writing to the Wyke Sixth Form College Marketing Team, and withdrawal of consent will not affect any processing which has taken place and will not affect your entitlement to remain registered and enrolled as a Student of Wyke Sixth Form College.

If your details have been used in print, withdrawing this would not be possible but your details would not be used again for any other marketing purpose.

Student signature: _____

Date: _____

Enrolled by: _____

Signed on behalf of

Wyke College: _____