

Our Student Charter

The C&M College Network Student Charter tells you what you can expect from us and what we expect from you.

Before Enrolment you can expect to be given:

- a College prospectus
- course profiles
- opportunities to visit the College
- course guidance
- an interview
- details of enrolment and induction
- opportunities to discuss progression

After you have enrolled you can expect:

- an induction to your course
- good teaching
- appropriate facilities and resources
- personal support, advice and guidance
- regular assessments that help you to make progress
- regular opportunities to discuss your progress
- a suitable work placement should you request it
- entry to examinations appropriate to your course of study
- special examination consideration to which you are entitled

Equal Opportunities

The College will provide and promote equality of opportunity for all students, visitors and employees so that individuals and groups can maximise their achievements. The full Equality & Diversity Policy is available from Reception.

Your Views

The College welcomes all types of feedback and you will be able to express your opinions:

- through College surveys and focus groups
- through the Compliments and Complaints procedure (available from Reception)

Your Commitment

The points below outline what the College expects of you as a student of the College and a member of the College community. Meeting these expectations will help you to achieve your full potential and will show that you respect the wishes of other members of our community to achieve their full potential.

The College expects you to:

- attend regularly and punctually
- complete all work on time and to the best of your ability
- behave in an acceptable manner at all times
- take care of the College environment, building and equipment
- follow the College's Code of Conduct
- make acceptable and appropriate use of the College's ICT facilities
- take responsibility for your own property, as the College cannot be held responsible for loss or damage, other than that caused by negligence on the part of the College
- respect and abide by the College no-smoking policy
- wear your identity card
- respect and abide by the College's Equality & Diversity Policy
- be aware of and observe health & safety rules and regulations, and fire evacuation procedures (a copy of the College Health and Safety policy is available from Reception)
- inform the College of any medical condition. Confidential information will be handled sensitively
- give your views on your experience at College to help us to improve things for the future
- abide by the regulations of the relevant examination board/accrediting body
- tell the College if you intend to leave the programme early, giving the reason, in order to help us to understand why some students leave