

## Atwea College Registered Training Organisation

### Student Management Charter

Students are at the heart of our teaching. Atwea College values its students and recognises the importance of quality in teaching and learning. Atwea College is committed to providing a supportive and safe educational environment that fosters student engagement and success.

This Charter outlines the reasonable expectations that students can have of the College whilst studying. It also documents what the College expects of its students.

The Charter promotes mutual respect and recognises that students and staff have rights and responsibilities to each other and to the College community.

Atwea College is proud of the cultural richness and diversity of its staff and students.

For the purposes of this Student Management Charter the term 'College' is deemed to mean all entities that any course is run, either accredited or non-accredited under the Registered Training Organisation (RTO 90020) Workers Educational Association – Hunter.

#### Students can expect Atwea College will:

Provide high quality teaching and learning experiences.
Provide supportive and inclusive learning environments that recognise academic freedom and motivate students to achieve their potential.
Provide timely, accurate and useful information to students in relation to their course of study, enrolment, policies, legislation, services and processes as well as to their rights and obligations as a student.
Provide learning environments, facilities and student-focused services to support students to succeed in their studies.
Recognise the legal rights of students, including those relating to intellectual property and privacy.
Embrace diversity and respect the rights and viewpoints of others.
Behave with integrity and treat all students fairly and equitably and with respect.
Strive to provide a safe and inclusive environment that is free from discrimination, bullying and intimidation.
Provide opportunities for feedback and inform students how feedback has been incorporated into the College's accountability cycle of continuous improvement.
Provide fair, transparent and efficient complaints and appeals procedures.

#### Atwea College can expect that students will:

Participate in learning activities in a positive and constructive manner.
Uphold principles of scholarly integrity and demonstrate an ethical and honest approach to study and assessment.
Make genuine attempts to progress academically by meeting expectations associated with attendance, course, subject and assessment requirements, and by taking responsibility for their own academic progress.
Acquaint themselves with College policies and procedures relevant to their enrolment and course of study, adhere to the rules and regulations of the College as they apply to students, and comply with the requirements of relevant legislation.
Treat Atwea College property and facilities with respect.
Represent Atwea College in a professional manner when engaged in College-related activity, including industry placements, internships, and fieldwork and work experience.
Embrace diversity and respect the rights and viewpoints of others.
Behave in an appropriate manner and avoid conduct that might reasonably be perceived, or considered, as discrimination, bullying or intimidation.
Treat College staff, other students and visitors equitably and with respect.
Provide honest and constructive feedback about academic programs and the student experience.
Seek to resolve concerns informally where possible.
Follow student complaints and appeals procedures.