Gloucestershire College

Quality Controlled Document

Policy: **Student Entitlement Policy** **Date: September 2026**

Approved by: **Vice Principal – Curriculum and Quality**

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1. Scope

1.1 This policy applies to all full time further education students enrolled with Gloucestershire College.

2. Aims

2.1 The policy details a student's entitlement.

3. Policy statement

3.1 All College students are entitled to:

3.1.1 impartial advice and guidance about programmes of study;

3.1.2 detailed information about programmes of study;

3.1.3 detailed information about the College and its services;

3.1.4 selection based on fair and valid assessment methods, including consideration of prior achievement and relevant learning / experience, initial and diagnostic assessment of skills;

3.1.5 an appropriate induction to the College and their programme of study;

3.1.6 study in a safe and secure learning environment;

3.1.7 levels of protection in accordance with legislation set out in the Child Protection and Safeguarding and Health and Safety Policies;

3.1.8 high quality teaching from appropriately qualified staff;

3.1.9 access to high quality learning facilities and to have open access to information technology;

3.1.10 a structured learning experience which provides the opportunity to achieve their qualification aim (s) / learning goal (s);

3.1.11 learning support which provides the opportunity to achieve their qualification aim (s) / learning goal (s) and which is based on assessment of needs;

3.1.12 access to guidance on careers and progression;

3.1.13 regular assessment and review of their progress;

3.1.14 regular verbal and written feedback on the quality of their work and progress which confirms achievement, guides improvement, and encourages learning;

3.1.15 regular contact between College staff and their employer / sponsoring organisation if course fees are being paid by them;

3.1.16 fair, valid and unbiased internal assessment;

3.1.17 express appreciation and concerns about any aspect of the College which will be treated equitably;

3.1.18 engage with staff to influence improvement;

3.1.19 an opportunity to comment on and influence their experiences at College;

3.1.20 access activities which provide opportunities to enhance their learning experience in preparation for work and future life;

3.1.21 regular contact between College tutors and parent / guardians for those;

3.1.22 structured preparation for higher education, including the application process.

3.1.23 a work related opportunity to enhance their understanding of the work environment.

3.1.24 all personal information processed in line with the data protection principles as set out in Data Protection Legislation.

Related policies and procedures

Related Policies and Procedures
Safeguarding, Children, Young People and Vulnerable Adults Policy
Talkback Procedure
Student Disciplinary Procedure
Data Protection and Information Security Policy

Approved by: K.Morris
Date for Review: September 2029