

# Welcome to our College Charter

Fife College is here to provide a safe, supportive, and inspiring place for all of our students. Whenever you study with us, and wherever you want your studies to take you, it's our responsibility to be the best community college we can be for all our learners.

The Fife College Charter sets out clearly what you can expect from us, including high-quality teaching, accessible support services, and opportunities for personal and professional development. You will also find our shared responsibilities that ensure the whole College community is respected, valued, and empowered.

For students, the Charter provides clarity, consistency, and I hope, a strong sense of belonging. For our staff colleagues, it will be a foundation for a positive and respectful working environment.

The Charter has been designed in collaboration with students, staff, employers, partners, and friends of the College. The Charter is an agreement built on trust, cooperation, and a shared vision of an excellent environment for learning.

The Charter will keep evolving over time. However, its core purpose will always remain: to ensure an innovative, respectful, and successful learning community for all.

This is more than a list of rules, this is a map towards success.

**Jim Metcalfe**  
Principal  
Fife College



## Not sure what something is?



Scan the QR Code  
to check out our  
video explainers.

# Your guide to Student Support



**Issues with your course**  
*Your Course Tutor*



**Student Funding**  
*studentfunding@fife.ac.uk*



**Paying Course Fees**  
*Finance*  
*finance@fife.ac.uk*



**Employability Skills**  
*Employability*  
*employability@fife.ac.uk*



**Learning Support**  
*Inclusion*  
*inclusion@fife.ac.uk*



**Problems logging in**  
*Digital or the Library staff*  
*digital@fife.ac.uk*



**Personal Issues**  
*Guidance*  
*guidance@fife.ac.uk*

**EmilyTest**

Tackling Gender Based Violence in Education



**Fife College**

## College Charter

At Fife College, we put our students at the centre of everything we do

**FCSA**

Fife College Students' Association

## In our spaces

1. At Fife College, everyone should expect to enjoy studying and working in a **welcoming, safe, inclusive, and supportive environment**

### TO DO THIS WE WILL

- 1.1 Deliver high-quality respectful support every time you interact with a member of staff
- 1.2 Provide a welcoming place for you to study which is safe, inclusive, and discrimination free
- 1.3 Ensure you are kept up-to-date with all the information you need to know
- 1.4 Involve you when we are reviewing our performance, designing improvements or planning changes

### AS A STUDENT OF FIFE COLLEGE, YOU WILL

- 1.5 Behave in a responsible and respectful way towards other students, staff, and the college environment
- 1.6 Recognise and respect other's differences
- 1.7 Make good use of the college facilities and spaces and ensure they are ready for others to use when you are finished
- 1.8 Get involved in reviews to let us know what is going well, and what could be improved

## In our courses

2. In our classrooms we will provide everyone with an **engaging, rewarding, and high-quality learning and teaching experience**

### TO DO THIS WE WILL

- 2.1 Provide a high-quality learning and teaching environment
- 2.2 Deliver inspiring learning activities which are rooted in real-world relevance and encourage curiosity, creativity, and a sense of purpose
- 2.3 Ensure that you have access to all the information, resources, and support that you need to succeed
- 2.4 Empower you with the skills and knowledge to advance your learning journey while embedding mindful, sustainable, and healthy approaches to your academic and professional growth

### WHEN IN CLASS, YOU WILL

- 2.5 Attend on time and actively participate in all of your subjects
- 2.6 Respect everyone in the class to create a positive space for learning and peer support
- 2.7 Ensure you keep up-to-date with coursework and ask for support when needed
- 2.8 Let us know if you're struggling and ask for help and support when you need it

## In our culture

3. Everyone should feel a sense of **belonging at Fife College** through celebration of our **cultures, our inclusive practices, and our commitment to wellbeing and sustainability**

### TO DO THIS WE WILL

- 3.1 Provide a range of inclusive and accessible support to help you overcome any barriers to learning
- 3.2 Champion and promote initiatives that support wellbeing and sustainable living
- 3.3 Have clearly signposted and easily identifiable areas to support your academic, professional, and personal development
- 3.4 Celebrate and raise awareness of the diverse people and cultures that make up the Fife College community

### DURING YOUR TIME WITH US, YOU WILL

- 3.5 Let us know if anything is preventing you from attending your classes or achieving your goals
- 3.6 Ask for support to help take care of yourself physically and mentally
- 3.7 Interact with services available to support and enhance your college experience
- 3.8 Take part in FCSA and extracurricular activities to create lifelong memories and an experience that is more than just your course