

KENSIO BEYOND – PARENT POLICY DOCUMENT

2026

This policy document outlines the operational expectations, responsibilities and requirements of the Kensio Beyond programme. It is intended to be read alongside the Kensio Beyond Enrolment Form and Terms & Conditions Relating to Fees, and should be retained for reference throughout the learner's enrolment.

1. Fees & Tuition Liability

Kensio House pays the learner's full annual tuition fee to ATHE/Qualifi on the parent/guardian's behalf at the start of the academic year, prior to the commencement of the course.

- Should the learner be withdrawn or removed from the Kensio Beyond programme at any point before completing the qualification, for any reason, the parent/guardian remains liable for the full ATHE/Qualifi course fee, as this cost has already been incurred by Kensio House and is non-refundable.
- This liability applies regardless of the number of days or months attended, and is separate from and in addition to Kensio House's standard notice period and fee terms, as set out in the Terms & Conditions Relating to Fees.
- A minimum of one full term's notice is required should a parent/guardian wish to withdraw a learner from the programme, in addition to the ATHE/Qualifi liability above.

2. Progress Tracking & Reporting

As Kensio Beyond is a non-graded, vocationally aligned pathway, formal school reports are not issued.

- Instead, each learner's progress is monitored through a live progress tracker, which is updated on an ongoing basis and reflects the learner's current standing against their assignment due dates, including whether they are on track or falling behind.
- Both the learner and their parent/guardian will have access to this tracker, and are encouraged to check it regularly.
- In addition to the tracker, feedback reports will be issued termly, summarising the learner's overall progress, engagement and areas of concern, if any.
- Where a learner is identified as falling behind, the facilitator will proactively contact the parent/guardian to discuss a plan to help the learner catch up.

3. Attendance

- Daily attendance is mandatory for all learners on the Kensio Beyond programme.
- Learners are expected to be present and on time each school day, and to remain for the full duration of the school day unless prior arrangements have been made with the school.
- Any absence, whether due to illness or otherwise, must be reported to the school office before the start of the school day.

- Repeated or unexplained absences will be raised with the parent/guardian, and may affect the learner's ability to meet assignment deadlines and complete the qualification within the required timeframe.

4. School Hours

School hours for Kensio Beyond learners are **08:00 to 14:30, Monday to Thursdays, and until 13:30 on a Friday**. Learners are expected to arrive punctually and to be collected promptly at the end of the school day. Any changes to school hours will be communicated to parents/guardians in advance.

5. Homework & Independent Study

- Kensio Beyond is a self-directed, deadline-driven programme. Learners are expected to complete coursework, assignments and independent study tasks outside of school hours in order to meet the due dates reflected on their tracker.
- Parents/guardians are asked to support a regular homework/study routine at home, and to refer to the tracker as a guide to what is due and when.
- Failure to complete and submit work by the required due dates may affect the learner's progress and their ability to complete the qualification within the standard timeframe.

6. Work-Based Experience

- As part of the practical, skills-based component of the Beyond pathway, learners may be given the opportunity to volunteer at our collaborating coffee shop, gaining hands-on work-based experience in a real working environment.
- This placement is designed to build workplace skills, responsibility and professionalism, and forms part of the broader skills development focus of the programme.
- Learners are expected to conduct themselves professionally while on placement, in line with Kensio House's code of conduct, as they are representing the school.

7. Tuckshop Duty

- All Kensio Beyond learners are required to work the school tuckshop on Fridays, on a rotational basis, as part of their practical work-readiness and life-skills training.
- This forms a compulsory part of the programme and contributes to the learner's development in areas such as customer service, basic financial handling, and teamwork.

8. Camps & Workshops

- Attendance at all scheduled camps and workshops is compulsory for all learners on the Kensio Beyond programme.
- These form an integral part of the Skills Development component of the qualification, and associated costs are covered under the Skills Development and Work-Based Seminars fee, as set out in the Kensio Beyond fee schedule.

- Should a learner be unable to attend a camp or workshop due to illness or another valid reason, the parent/guardian must notify the school in advance, in writing.

9. Community Service

- Learners are required to complete community service hours as part of their personal and social development within the programme, these will be sent to you in advance.

10. Communication

- Ongoing communication between Kensio House and parents/guardians is essential to keeping learners on track, and parents/guardians are expected to respond promptly to communication from the school.
- The school's primary channels of communication are the parent portal, email, or calling the school. Parents/Guardians are encouraged to download the school app, and turn on notifications.

11. Technology Requirements

- Learners must have access to a laptop no older than 5 years, with a full Microsoft licence installed, in order to access the Beyond curriculum platform and complete coursework.
- Learners must have access to a stable internet connection, both at school and at home, to support independent study and online components of the programme.
- Learners will be issued with their own Kensio house email, which will be used for all communication to them directly on any course materials or assignments.

12. General Conduct

- Learners are expected to conduct themselves in a manner that reflects positively on themselves and on Kensio House at all times, including during work-based placements, tuckshop duty, camps and workshops.
- Kensio House reserves the right to review a learner's continued participation in the programme, including work-based placements, where conduct, attendance or engagement falls below the standard expected.

This policy should be read in conjunction with the Kensio Beyond Enrolment Form and Terms & Conditions Relating to Fees. Kensio House reserves the right to amend this policy from time to time; parents/guardians will be notified of any material changes.

ACKNOWLEDGEMENT

I/We confirm that I/We have read, understood, and agree to abide by the Kensio Beyond Parent Policy Document as set out above.

Learner Name: _____

_____	_____	_____
Signature	Parent/Guardian Name	Date