

### **APPENDIX G.3 Under eighteen student admission arrangements**

Students who are under eighteen on the date of admission will be asked to provide:

- a completed consent form from the parents or legal guardian giving consent for the enrolment;
- the details of two responsible adults (preferably family members) to act as emergency contacts and;
- international students whose parents or guardians residing in a country other than the UK during the period of study will be required to provide the contact details of emergency contacts in the UK.

The Institution treats all students as independent and mature and this applies to students under the age of eighteen. The usual personal and academic support arrangements for Higher Education students will apply to students who are under eighteen years. The Institution recognizes that anyone under the age of eighteen living in England is legally a child and that some legal restrictions apply, including the prohibition on the consumption of alcohol on licensed premises and the sale/supply of videos with a British Board of Film Classification of eighteen years of age.

Under eighteen students are, however, covered by the institutional Safeguarding Policy, including provision for DBS checks for staff who will be involved in supporting them.

The Deputy Registrar (Admissions and Systems), liaising with relevant staff, will coordinate any welfare or support arrangements that may be put in for students under the age of eighteen.

#### **Parental responsibilities**

The Institution will not assume the usual rights, responsibilities and authority that parents have in relation to a child, and it will not act in loco parentis for students who are under the age of eighteen years.

#### **Contracts**

A person of 16 or 17 may enter into necessary contracts for education and accommodation but until reaching eighteen will not be legally competent to enter into all legal contracts. Where a person must be aged eighteen or over to be legally competent to enter into a contract the Institution will require a student's parents or guardians to honour all obligations (under any contracts with the Institution) that the student enters into prior to his or her eighteenth birthday.

#### **Student accommodation**

Parents/guardians should recognise that residential accommodation offered by the Institution is intended for the use of adults and that, except in exceptional circumstances, special arrangements cannot be made for students who are under the age of eighteen. The Student Adviser with responsibility for the Hall of Residence will be made aware of the registration in the Halls of any student under the age of eighteen. We shall share the student's emergency contact details with the Halls and will normally locate students within Cluster rather than Studio Rooms.

#### **Alcohol**

It is illegal for alcohol to be sold to or bought by students who are under the age of eighteen years. The Institution will take reasonable steps to seek to ensure that the law is not broken in relation to licensed premises under its control but cannot undertake to supervise any individual student.

#### **Holding office**

Students who are under eighteen years are not allowed to hold office, for example, they may not become officers of the Students' Union.

### **Relationships with staff**

Under the Sexual Offences (Amendment) Act 2000, it is a criminal offence for any person in a position of trust to engage in sexual activity with someone who is under eighteen years.

### **Child protection**

As a matter of law in England, a person under the age of eighteen is a child. The Institution will report any suspicions or allegations of abuse of children to the appropriate Social Services officer.

### **Notification**

The Halls Managers will be notified, prior to registration, of any student entering their accommodation who will be under the age of eighteen years on entry to the Institution. The personal and residential tutors (if any) will also be notified. Teaching and other staff will not routinely be made aware of a student's age.

### **Parental involvement**

It is the Institution's usual policy that it deals with students (with whom it has a contractual relationship) and not with parents. This approach will also apply to students who are under the age of eighteen years. The Institution will therefore correspond with students, not parents.

### **Emergency contact**

Students who have not attained the age of eighteen can have their refusal to receive medical treatment overridden by parents and hence, emergency contact details must be provided by students or parents prior to the student's arrival. The details will be disclosed to the Hall of Residence for any student who takes accommodation there. However, please note that a child from the age of sixteen is entitled to consent to medical treatment, and that such consent cannot be overruled by parents.