



Advice for Parents of Students Under 18

St Giles International run year-round centres that primarily cater for students over 18 years old. Whilst we welcome students aged 14 and over at St Giles Highgate, Eastbourne, Cambridge & Brighton, and aged 16 and over at London Central, it should be understood that we do not provide 24-hour supervision and therefore it is important that parents and guardians consider whether students under 18 are sufficiently emotionally mature to act responsibly during their stay at our centres.

Please read through the following information with your child in preparation for their stay. We want your child to be happy during their course and to stay safe, but we need to work together with you to make this possible.

Safeguarding at St Giles

St Giles endeavours to liaise with parents, guardians and registered agents whenever there are concerns about a student under 18.

It's also important for students to speak to our Safeguarding Team or any other member of staff if they are worried about anything.

1. Before Leaving Home

- You must sign and return this form along with the Parental Permission and Medical Consent form at least two weeks before your child is due to start their course with us.
If we don't have these completed forms, we will not be able to accept your child into our accommodation or on the course.
- Please make sure your child has sufficient money to pay for lunches at school, if this hasn't been pre-booked. They will also need money for transportation around the city. For guidance you can view our Student Budget guides on our website at <https://www.stgiles-international.com/student-services/student-budget/>

2. Journey to the UK

- All students under the age of 16 entering the UK, **MUST** have a return airport taxi transfer, unless they are travelling with a named relative. We strongly advise students aged 16 & 17 to do the same, to avoid any problems upon arrival. All students under 18 must bring a copy of the completed Parental Permission and Medical Consent Form with them. This also contains a Travel Permission page.
- Many airlines require children under the age of 16 to be escorted to the check-in desk at the airport on their return home. Please check if this is a requirement of your child's airline. We can arrange an assisted check-in but **there is an extra charge for this service**. Please contact the school office for further information.

3. At the Homestay

- It's really important that your child has the mobile number of their homestay saved on their phone before they leave you. Also please make sure that the school emergency number is saved.

The emergency numbers for our centres are –

London Central	+44 7804 919788
London Highgate	+44 7796 552488
Brighton	+44 7816 414660
Eastbourne	+44 7833 788118
Cambridge	+44 7943 631947

- Your child should have dinner with the homestay every evening. If they plan to have dinner out or will be home late then they should make sure they tell their homestay in advance.
- We encourage homestay hosts to bring their students to school on the first day. If that's not possible then they will show your child where the bus stop is and give them detailed instructions of how to get there.
- Our hosts are given an advice document which contains guidance similar to this. We ask homestay hosts to make sure they know where their students are going, who they are going out with and what their plans are.

For 14- and 15-year-olds

- If your child is staying with the homestay for more than 27 nights, then they will be Privately Fostered. This means that we notify the authorities, and your child will have a Social Worker who comes to visit them at school and at the homestay to make sure they feel safe and are happy. If your child is going to be Privately Fostered our Accommodation team will notify you of this.
- If your child would like to go out after dinner in the evening, they can only do so with two other friends of a similar age. They should tell their host who they are meeting, where they are going and what their plans are.
- If your child would like to have dinner out with friends then they should follow the same rules and tell their homestay who they are going with, where and what time they will be home.

4. Your Child's First Day

- Your child must bring their passport and flight ticket or boarding pass on their first day.
- We will also take their emergency contact details if we haven't got them already.
- When your child arrives at school on their first day, they will meet the Under 18's Officer who will remind them of the information they need to know.
- Your child will be told who they need to speak to if they have any questions or concerns and about our Under 18's Meetings.

For 14- and 15-year-olds

- There is a Safeguarding Meeting for our Junior students every Monday at 3.30pm. This is a compulsory meeting run by our Under 18's Officer so your child must attend. The purpose of the meeting is to ensure that your child is safe and enjoys

their time whilst at St Giles. We will also introduce them to the other Junior students in the school so that they can make friends.

5. Classes

- Your child may be placed in an adult class when a class for Under 18's is not available at the appropriate level. During our busy summer period it is more likely that they will be in a dedicated class with Under 18's.
- Your child must come to school every day unless they are sick. If they are sick, they should call or email the school to let us know. If after 10 minutes after the lesson has started your child is not in school, we will call them to find out where they are. If we can't contact them, we will try the homestay. If the homestay doesn't respond we will call you.

6. In the School Building

For 14- and 15-year-olds:

- When the class has ended, your child should not spend time in the classrooms. They should go to the communal areas of the building such as the café for their break and lunchtimes.
- If your child would like to leave the school at lunchtime, they can do so with at least two other friends who are also under 18. They must get authorisation from the Under 18's Officer and sign out of the building when they leave and sign in when they return.
- We have toilets around the building that are 'Suitable for Juniors' and your child should **only** use these. Our staff will show them these toilets on their first day.

7. The Social Programme

- We encourage all under 18's to take part in the social programme. Almost all activities are suitable for under 18's and it's a great way to make new friends and practise your English. Our Under 18's Officer introduces students to each other, and we ask our Under 18's to meet together independently too.
- If your child would like to visit other places on day trips, we would suggest they do so through the school Social Programme. They can speak to the Under 18's Officer or Social Programme Organiser about this.

For 14- and 15-year-olds:

- All under 16's must be booked onto our Junior Programme*. This includes 28 lessons of General English per week plus 3 weekday activities on the Social Programme. Your child **MUST** attend these 3 activities as it means we have more supervised time with them. If your child does not attend, we will treat it as a disciplinary issue.

*This excludes under 16's in closed group bookings or those who are accompanied by a close family member.

8. Curfews

If your child goes out in the evening or at the weekend they MUST return home by these curfews -

	Sunday to Thursday night	Friday and Saturday night
Ages 14 and 15	21:00	22:00
Ages 16 and 17	23:00	Midnight

If your child is not back at the homestay 30 minutes after curfew the host will contact the school emergency phone. If the emergency phone holder can't contact your child, then they will contact you.

Your child should always be home by curfew and make sure their mobile phone is switched on and charged up at all times.

9. Travelling to and from School/ Out and about

Your child will travel between the school and the homestay unsupervised.

It's essential that your child keeps their mobile phone with them and charged up at all times. On their phone they must have the school emergency phone number, and their hosts number stored. It would be a good idea for them to bring a power bank for their mobile phone in case the battery dies when they are out.

The school emergency number is also on the St Giles wristband or student card that your child will be given on their first morning. They should wear this when they are out and in school.

GENERAL ADVICE ON STAYING SAFE IN THE UK

Please talk through with your child the following on staying safe-

In the UK we drive on the left. When crossing the road we need to look 'Right, Left and Right again'. Use pedestrian crossings when possible.

Keep personal property such as phones and wallets safe and out of sight. It's not a good idea to walk around with phones out.

Be careful of strangers. Don't make eye contact with people you don't know and don't accept lifts, gifts, drinks or drugs from strangers.

10. Alcohol, Smoking, Drugs and Age of Consent

In the UK it is against the law -

- To buy alcohol if you are under 18.
- To buy cigarettes, vapes or e-cigarettes if you are under 18.
- To smoke if you are under 16.
- To take, possess, sell or make drugs.

The age of sexual consent in the UK is 16.

We have a zero-tolerance approach to underage drinking and smoking or the use of drugs at St Giles.

11.Going out in the evening or at weekends

Your child will not be supervised during their free time.

It's not appropriate for your child to spend time alone with students aged 18 but we will encourage your child to socialise with other students who are under 18.

If your child would like to go out in the evening or weekends in the town or city, they are studying in then they should tell their homestay their plans and be home by curfew.

For 14- and 15-year-olds

If your child would like to go out in the evening, they should do so with at least 2 other friends of the same age. They are not allowed to leave the town or city of the homestay during evenings or weekends without our permission.

Students must use a trusted taxi service if travelling alone after sundown.

12.Leaving the city/ town of study at the weekends independently

If your child is 14 or 15 and they would like to leave the town they are studying in for a day trip or an overnight stay, then you must complete a Travel Permission Form.

If your child is 16 or 17 and they would like to leave the homestay for an overnight stay, then they must also complete it.

The Travel Permission form must be completed fully with all details of the trip. The Principal will then review the form and if the trip is deemed as safe approval will be given and the homestay host will be notified.

The homestay hosts know that they should wait for permission from the school regarding trips of this nature.

STAYING SAFE WHEN ON A DAY TRIP

Please talk this advice through with your child-

Plan your trip carefully. Research before you leave.

Bring enough money for everything you need including food, drinks and transportation.

Bring drinking water.

Wear comfortable shoes and clothes that are suitable for the weather.

Make sure your phone is fully charged with important numbers saved on it. Bring a power bank in case the battery dies.

Please read the information below with your child before they come to the UK and make sure they understand it. We also include this information in the Advice for Students which is given to your child on their first day at school.

	<u>GIVE YOUR MOBILE NUMBER TO YOUR HOST FAMILY</u>
	Always keep your St Giles student ID with you.
	Ask about how to do the laundry/wash your clothes.
	In the UK, we flush toilet paper down the toilet and do not have separate bins. Sanitary towels should be disposed of separately
	If you are ill and cannot come to lessons, you must contact the school office or ask your host to do so as soon as possible.
	Always switch off lights and heaters when you leave a room.
	Showers should be limited to five minutes. Host families may also ask that you shower at certain times and not leave it until late in the evening.
	You should be home for all evening meals or let your family know well in advance if you will not be home for dinner. Tell your host if you would like special food.

	You should ask your host if you want to use the kitchen or take food from the kitchen.
	Keep your room tidy in your host family's home.
	No takeaway food in bedrooms or in your host family's house without their permission.
	Do not lose your key if you are given one - IF YOU DO, YOU WILL HAVE TO PAY FOR ANY COSTS.
	Keep valuable items locked in your suitcase – ST GILES WILL NOT ACCEPT RESPONSIBILITY FOR LOST OR STOLEN ITEMS.
	Do not make a noise – especially after you go to bed or when you come in during the evening.
	If you would like to invite your friends over, please ask your host family first if this would be okay.

Thank you for your support, please do not hesitate to contact us if you have any questions

My child and I have read and understood all of the above information.

Name of parent/guardian:

Signature of parent/guardian:

Date: