

## **Information for Parents**

Most students on Oxford English Centre General English Courses are over 18 years old. Whilst we welcome students over 16 to join our adult courses, it should be understood that we do not provide 24-hour supervision and therefore it is very important that parents and guardians consider whether students under 18 are sufficiently emotionally mature to act responsibly during their stay at our centres.

### **In the College:**

- Students aged 16/17 will study in classes with adults.
  - All OEC staff have enhanced DBS checks (Disclosure & Barring Service – the British ‘police check’)
- To ensure your child’s welfare while he or she is studying at OEC, he/she will:
- Be highlighted on the class register as being under 18
  - Be required to sign in and out of the college on a daily basis in reception. We will attempt to contact any student under 18 who has not arrived at the college within 30 minutes of the start of his/her first class. If we cannot contact the student by telephone or at the host family, we will contact you, your registered agent and/or the police as appropriate.
  - Wear a lanyard (supplied by OEC) to identify them to all staff as under-18

### **College Social Activities:**

- The school’s social programme is not compulsory, nor is it specifically designed for this age group. Certain activities are not suitable for students under 18. The school does aim, however, to provide a number of activities which are suitable for under-18s; you can see examples of the social programme on our web site. If your child wishes to join a school social activity, he/she **MUST** sign up in advance so we can ensure there is sufficient supervision. If he/she does not sign up, he/she may not be allowed to attend.
- It should also be understood that students attending evening social events are expected to arrange their own travel home. We strongly advise all students under 18 to return to their host family with a friend, or preferably by taxi, particularly when it is dark
- OEC students can book full-day trips on Saturdays and Sundays. These are organised by an external company. The company will be informed where students are under 18 so they can have special regard for the student’s welfare.
- OEC may, from time to time, take photographs and make short videos of classes or other school activities for promotional purposes, including posting on college social media pages. If you do not consent to images of your child being used in this way, you must say so in writing to the college.

### **Away from the College:**

- For accommodation organised by OEC, all students under 18 years will be accommodated in homestay where all adults have had an enhanced DBS check .
- If accommodation for your child is not arranged by OEC, you **MUST** provide us with full address and contact details of where he/she will be staying, including the name of the person who will be responsible for your child.
- 16 and 17 year olds studying at OEC must return to their accommodation by 22.30. If they are late, the homestay will contact the college and we will attempt to contact the student. If we are unable to, we will contact you, your registered agent and/or the police as appropriate. For any activities after this time including overnight stays, you must give consent in writing. The college reserves the right to amend or refuse such requests in line with college policy and regulatory guidelines.
- Your child will travel between the school and the host family unsupervised.

- Your child will not be supervised during their free time, i.e. between the end of their lessons at the school and returning to their homestay or at weekends.
- We strongly advise students aged 16 and 17 to book our airport transfer service, to avoid any problems upon arrival.

**Medical Emergencies:**

- By enrolling your child with OEC, you consent to college management organising medical treatment in an emergency if this is recommended by a medical professional, and to qualified staff performing first aid on your child if necessary.