

## **BSC Education Limited statement on the Care of Under 18 Students**

At BSC (Education, Group and Young Learners) we are committed to providing a safe and nurturing environment for all students, we provide English Language training to adults, however, we also welcome students aged 16-17 who are studying with us from international destinations. Additionally, we provide occasional closed group courses for Young Learners and run our Winter YL programmes from our all-year-round colleges.

If you are a parent or guardian for a student aged 16-17, you will need to understand that your child will be studying on an adult course and that there will be less supervision than on a young learner programme. Under 18 students will not be supervised when outside of the college class and social activity times and will travel to and from the college independently. Supervision times may vary depending on chosen study hours and social programme timings. **All under 18s have a set curfew time of 10:00pm.**

BSC Education acknowledges the unique needs and challenges that under 18 international students may face as they adjust to studying and living in a new cultural and educational environment. Therefore, we have implemented comprehensive support mechanisms to safeguard their welfare and promote their academic success.

### **Parental Consent:**

- When you book with us, you will be sent a parental consent form to be completed and returned to us by a parent or guardian, this must be done prior to travel arrangements being made.
- It is mandatory for two emergency contacts details to be listed which includes a contact number, email, level of English spoken within the parental consent form.
- As part of the parental consent form, we ask for details regarding medical conditions, disabilities, neurodiversity and mental health conditions of any prospective student. This is to ensure we can appropriately place the student, investigate reasonable adjustments, plan PEEP and ensure the course is the right fit for the student. If this information is not provided, we may refuse to accept the student.

### **Transfers:**

- Under 18s booked on an adult course and not traveling with a parent or guardian and arriving between 20:00 and 8:00 are required to purchase transfers through BSC.

- Parents or guardians are strongly advised outside of these times to book arrival airport transfers through us so that we can ensure that students arrive safely at their accommodation address.

#### **Accommodation:**

- Students who are aged 16/17 can only stay in homestay accommodation. It is strongly recommended that students book a half-board option so that we can ensure they have breakfast and dinner provided.
- Young learner groups are also required to stay in host families or where pre-agreed an appropriate and approved residence alongside appropriate International Group leaders' supervision.
- BSC does allow private accommodation arranged by the parent/guardian. However, this must be a suitable location, with an adult to supervise and uptake supervision and guardian responsibilities for the under 18 whilst studying at BSC. Information and ID checks will be requested during completion of the parental consent form. Further private accommodation checks will be undertaken by the college teams to assess suitability and safety of accommodation.
- BSC Education has set rules on curfews for under 18 students. This means they must return to their host by **10:00pm** every night. If the student does not return home by this time, the host family is instructed to contact the college emergency phone and escalate as per our and our Host Family providers' safeguarding procedures.

#### **Attendance:**

- Under 18 students must attend their BSC college every day. They must arrive on time. BSC operates a policy that if a student is more than 15 minutes late for their class, the college will contact them to conduct a welfare check. The college must be immediately informed as soon as the student is aware if they are sick or delayed. If we cannot contact the student, the host family, agent, parent or guardian, the college will follow attendance and safeguarding procedures and will have to contact the police. You can view our attendance policy and expectations [HERE](#).
- Under 18's are required to sign in and out each day via QR code or sign in/out sheet so attendance can be appropriately monitored. Under 18s are highlighted on the online attendance system used by teachers (Fidelo).

#### **Social Programme:**

- Students who are aged 16 – 17 can join our social programme together with our student experience team member and other adult students for trips to local activities. The only exception to this is when there is an over 18 age restriction, for example a bar or pub. However, student ages will always be taken into consideration when planning our social programmes and complete RAs.
- All social programme events are supervised by adult team members all of whom are DBS/PVG checked.

### **Safeguarding**

- Each of our BSC Colleges has a Designated Safeguarding Lead to oversee the welfare and needs of under 18 international students. These Team Members serve as points of contact for students, their families, and our institution, ensuring effective communication and support.
- BSC has a robust and comprehensive safeguarding policy which includes details of procedures for under 18's including handling of disclosures of abuse, neglect and any form of harm and how to refer to appropriate agencies. Full details can be found within our policies section on our website or [HERE](#).

### **Mental Health First Aiders:**

- BSC Education is committed to all aspects of student support, Mental health first aid is available within our colleges or through appointments booked with trained central support team members remotely.

### **Student support and advice**

All students regardless of age take part in our comprehensive induction which includes information on:

- Who to call in an emergency
- Fire safety and other types of emergency evacuation
- First aid and mental health first aid
- Travel apps in the city
- Under 18 Law
- Personal safety
- Tips to keep phone safe when travelling or in the city

*The student experience and college teams are always on hand to offer advice and support on how to stay safe in their chosen study location.*

### **Emergency Phone support:**

- All students are sent our emergency phone details prior to arrival. This number is also on the students' ID card and displayed on posters around the college and made known to them during their first day induction.  
Students can ring this at any time out of college hours for assistance and support.

BSC emergency phone number: **01904 530426**

**Academic Support:**

Our BSC Team members provide academic guidance and support to under 18 international students through tutorials and free academic workshops to help them navigate their academic requirements and achieve their educational goals. An Under 18s report system is available for parents/guardians to receive academic updates.

At BSC we believe that every under 18 international student deserves a supportive and enriching educational experience. By prioritising their welfare and providing comprehensive support, we strive to empower them to thrive academically, socially, and personally during their time with us.

*Review history			
Date of review:	Reviewed by:	Reason for review:	Amendments:
February 2024	Compliance and Safeguarding Manager	Statement creation	Statement creation and implementation
September 2024	Compliance and Safeguarding Manager	Annual review of policies	Amendment of Emergency phone
August 2025	Compliance and Safeguarding Manager	Addition of induction student support information	Addition of induction student support information
September 2025	Area College Managers	Review of roles and details	Roles, details on IGL supervision and Winter programmes

