

# Under 18s Policy 2024

## Moulton College



This Policy, to be read in conjunction with the Student Handbook and Behaviour Policy, is in place to ensure the safety and well-being of Under-18s enrolled on a course at Moulton College.

1. This Policy applies at all times, even in such cases where a Parent, Guardian or Agent requests or authorises a more relaxed or lenient approach.
2. Under 18s receive the same high level of care and supervision as those on junior courses, appropriate to their age.
3. Under 18s are identified to all British Summer School staff members on registers and lists, and on their Student ID card.
4. Lessons, sports and leisure activities and excursions are designed by British Summer School staff to cater for the interests, needs and preferences of Under 18s.
5. There is a dedicated Welfare Manager who is responsible for the well-being of Under 18s.

### **Check In**

1. Students under 18 are required to hand their travel documents, pocket money and medication in on arrival for safe keeping.

### **Accommodation**

1. Under 18s are accommodated separately from 18+ students, for example on a different floor.
2. Students are not authorised to enter other students' bedrooms at any time.
3. Bedrooms are lockable and students only have access to their own bedrooms.
4. British Summer School staff reside in the same residences as the students and are responsible for looking after all Under 18s.
5. Laundry is done for all students and Under 18s are especially advised of laundry procedures.
6. Smoking / vaping inside the accommodation is strictly prohibited.
7. All Under 18s are required to attend a daily House Meeting at 22:00.

### **Lessons**

1. 15-year-old students are not placed in classes with students aged 18 and over.
2. Materials and lesson topics are especially designed to be suitable for Under 18s.
3. Students are required to attend all lessons.

### **Meals**

1. Meals are included in the fees on a full-board basis.
2. Under 18s are required to check in with a nominated staff member at lunch and dinner time every day so that British Summer School can make sure that students are eating a healthy and substantial meal.

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## Sports & Leisure & Excursions

1. British Summer School offers a full sports & leisure and excursion programme appropriate to students' ages and interests. These are included in the course fees.
2. 15-year-olds are required to attend all organised evening sports and leisure activities.
3. 16- and 17-year-olds are required to attend 4 (out of 5) organised afternoon sports and leisure sessions. If they opt out a 1 session per week, students are required to adhere to the Free Time Policy (see below).
4. Under 18s are required to attend all excursions.

Age	Sports & Leisure Sessions	Excursions
15	All	All
16-17	4 out of 5	All

5. When students choose not to attend a Sports & Leisure session, they are subject to the Free Time policy (see below).
6. The Centre Manager is authorised to implement any temporary or permanent restrictions to any student according to their levels of maturity and/or previous conduct.

## BSS Experience featuring True Me

1. Without exception, all U18s are required to attend all BSS Experience featuring True Me sessions.

## Free Time Policy

1. All students must sign out every time they leave the campus unsupervised and adhere to the following policy that British Summer School operates to ensure their safety and wellbeing:

Age	Check In (by phone)	Check In (in person)	Be back on campus
15-17	Every 1½ hours	Every 3 hours	21:00

2. Under 18s leaving the campus must be always in pairs; students cannot leave the campus alone.
3. When off-site without a staff member, students are responsible for themselves, but their safety is still the responsibility of British Summer School and for that reason, they must adhere to this policy.

## Curfew Times

1. Students must be in their bedrooms by the following times and stay there until 07.30 unless the need to visit the bathroom or there is an emergency.

Age	Curfew
15-17	23:00

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## Smoking

1. In the UK, smoking and vaping is permitted from age 16, but you must be 18 or over to purchase cigarettes/e-cigarettes or tobacco products.
2. At Moulton, smoking is only permitted in the designated outdoor areas.

Age	Smoke/Vape	Purchase Cigarettes/e cigarettes
16-17	Yes	No
15	No	No

3. If the Parent/Guardian of a student aged 16 or 17 requests that they should not smoke or vape, this will be enforced by British Summer School staff as much as is reasonably possible.

## Drinking Alcohol

1. The legal age to purchase and consume alcohol in England is 18. No Under 18s are permitted to drink alcohol at any time and any breach of this rule could result in the student being sent home.

Signed:

A handwritten signature in black ink, appearing to read "S Wood".

Steve Wood  
Managing Director of British Summer School

Date: 1 September 2023

Review Date: 1 September 2024