**Parental or Guardian agreement for Students Under 18 to study at the London School of English**

We want to make sure that your child is safe whilst studying in the UK. The welfare of all our students is important to us, especially students under the age of 18. To help us, we ask you as the parent or legal guardian to complete this form. The school has a legal duty of care to look after under 18s safely. We want you to be clear about what is expected of your child during their stay in the UK and that you and your child accept these conditions. Please note that the student will not be able to start the course until this form has been completed and received by the London School of English.

**Parents/Guardians and Students must understand and accept that:**

1. Students under 18 must stay in International Hall (the student residence).
2. We will arrange return airport transfers for all students from the airport to International Hall.
3. From the time of arrival in the UK, the student’s mobile should be kept switched on and charged at all times. Please make sure the school numbers are programmed into the student’s phone before they travel to the UK.

* Monday to Friday 0830-1700: **+44 208 563 6500**
* Out of hours emergency number: **+44 (0) 79 49114795**

1. Students have to be in the residence by 10pm. Parents can request an earlier curfew for their child but not a later one. Please do not ask us to make exceptions.
2. Students under 18 are required to wear a London School of English lanyard for ease of identification. This must be worn at all times during school hours and on any school trips.
3. All social programmes and excursions are supervised with a responsible adult present or nearby at all times.
4. The student residence is 10 minutes’ walk to classrooms in Senate House. This travel time may be unsupervised.
5. All students are required to follow the school’s policy regarding the safe use of the internet.
6. **It is illegal to buy cigarettes, vapes or alcohol under the age of 18.** Any student under the age of 18 who is found to be consuming alcohol, smoking or vaping will be treated in line with the school’s disciplinary policy and parents will be informed.
7. We have a zero-tolerance policy towards the purchase, possession and use of illegal drugs.
8. The parent/guardian must complete an Under 18s **Medical Information Form** (see below). Students on medication should bring a letter from their doctor written in English with the name of the medicine, the dosage and frequency it should be taken and the condition for which it is prescribed. Students are responsible for the care and administering of their own medication, but if they require support with this, please contact us to make an individual plan.
9. Students and parents/guardians must read the under 18 handbook before the student starts their course and agree to comply with the guidelines.
10. From time to time, we take photographs and videos of students taking part in school activities. These may be put on the school’s media sites or in our promotional materials. Your child will be asked for their consent on arrival at the school. All photos and videos taken will be with the knowledge and consent of the students involved. Please inform us if you do not consent for your child to be included in photos and videos.
11. The school will inform you (the parent/guardian) if your child breaks any of the rules above. You understand and accept that as a result, they may be sent home at the expense of the parent/guardian. There is no refund of fees in this case.

**By signing this agreement, we (the parent/guardian) confirm we have read and understood the information and that we accept the conditions.**

**We understand that we are responsible for promptly notifying London School of English of any changes to the information on this form.**

Name of Student:

Name of parent/guardian:

Signature:

Name of parent/guardian:

Signature:

Date:

**Medical information for Student under 18**

In order to help us look after your child in the best way possible, please provide the following information with as much detail as possible. Information on this form may be shared with the LSE Safeguarding team.

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| Student’s full name |  |
| Does your child have any physical medical conditions (e.g. asthma, eczema/other skin conditions, hay fever, epilepsy, diabetes, migraine, heart condition, other conditions?) or mental health problems? | Yes ☐ No ☐ |
| If yes, please give details: | |
| Does your child have any special educational needs or behavioural problems? (e.g. dyslexia, ADHD) Does your child need any special aids/adaptations to assist them in their day to day activities? | Yes ☐ No ☐ |
| If yes, please give details: | |
| Does your child have any dietary allergies or restrictions? | Yes ☐ No ☐ |
| If yes, please give details: | |
| Is your child on any medication? | Yes ☐ No ☐ |
| If yes, please give details:  *Students on medication should bring a letter from their doctor written in English with the name of the medicine, the dosage and frequency it should be taken and the condition for which it is prescribed. Please confirm precise details including dosage:* | |
| Students are responsible for the care and administering of their own medication. Can you confirm that your child is able to self-administer his/her medication?  If no, please contact us before arrival to make an individual health plan. | Yes ☐ No ☐ |
| Does the medication need to be kept in a fridge? | Yes ☐ No ☐ |
| Do you give permission for medical treatment to be given to your child in an emergency? | Yes ☐ No ☐ |
| Do you give permission for a medical practitioner to give your child a general anaesthetic in an emergency? | Yes ☐ No ☐ |
| Does your child have medical insurance? | Yes ☐ No ☐ |
| If your child is from the EU (European Union), does he/she have a valid EHIC (European Health Insurance Card)? | Yes ☐ No ☐ |
| Do you have any other useful information which will help us to support your child while he/she is in England? (e.g. past medical history, history of homesickness, first time abroad, boyfriend/ girlfriend issues, recent death of a family member or friend, etc) | |

**I understand that I am responsible for promptly notifying London School of English of any changes to the information on this form.  
I confirm that I have given complete and accurate information on my child’s medical background. This is given to ensure the safety of my child in the UK and will be treated in strict confidence by the London School of English.**

|  |  |  |
| --- | --- | --- |
| Parent/Guardian signature | Parent/Guardian full name | Date |