

Parent and Guardian Agreement Form

If you are under 18 years old, your parent or guardian **must** complete this form before you can study at the Language Centre.

Privacy Notice

First you must read our [Privacy Notice](#).

Parent or Guardian: ***I have read the Privacy Notice (✓)*** ____

Student's Name:

Student's ID:

Start Date:

End Date:

Name of parent or guardian:

Relationship to the student (✓): Mother Father Guardian

Emergency Contacts

Please check your emergency contact details and change them if they are wrong

Name:

24 Hour Contact Telephone Number:

Email address:

Relationship to the student:

Parent or Guardian: ***These details are correct (✓)*** ____

Teaching Staff

All our teachers have an official police check before they can work with children. If checks are delayed, then teachers can't be alone with children.

Courses

The Language Centre is part of a University and students will be with adults in class and out of class.

Parent or Guardian: ***I understand and agree to my child being on this course (✓)*** ____

Accommodation and Airport Transfers

1. All students under 18 years old **must** stay in half-board Homestay accommodation every night during their course. This is booked by the Language Centre with Hosts

International. Half-board accommodation is breakfast and dinner but not lunch. Make sure your child has money for lunch every day. Hosts International have an emergency phone number which we will send you on your booking confirmation.

2. All students under 18 years old must return to accommodation before **22.30** every night. If they are late and can't be contacted, this will be reported to the police.
3. Students will travel alone to and from classes and trips.
4. All students under 18 years old **must** book airport transfers through the Language Centre for their arrival and departure if travelling to the UK without their parent or guardian. Please note you will need to pay the fee for the transfers.
5. Students are not permitted to stay overnight anywhere other than the Homestay accommodation they have booked through the Language Centre.

Parent or Guardian: ***I understand and agree (✓)*** _____

Free Time

Students are not supervised by the Language Centre outside classes or university social activities and will have free time alone.

Activities and Trips

University activities are designed for students over 18 years old. Most activities are supervised but we expect all students to be responsible for their own safety and actions. Students under 18 years old can't attend any activities where there is alcohol.

Students taking Preessional courses will have class trips in London. During this time students will not be supervised all the time as they have to do independent research.

Extra trips can be booked through the Language Centre but they are organised by external companies. The Language Centre is not responsible for students during these trips.

Parent or Guardian: ***I understand and agree (✓)*** _____

Declaration to be signed by parent or guardian

- I give permission for my child to attend an Adult Course at the Language Centre.
- I give permission for my child to leave the school for class trips and social events.
- I understand that the school will contact me in an emergency
- I agree for the school to contact my child directly, as necessary.

Your Signature:

Your Name:

Please sign this form by hand and return a completed copy by email to:
preessional-applications@arts.ac.uk