

Inclusive Accommodation: Under 18's policy and procedure

Champneys Beauty College has a duty of care towards all its students. In the case of students joining the College before their 18th birthday (referred to as young people), this duty is enhanced as such students are regarded as children under UK law. In order that families can be assured of the College's commitment to the safety and well-being of younger students, this document has been produced as a guide to the level of care provided by the college within College Inclusive Accommodation. Champneys Beauty College does not accept students under the age of 16.

Students and their families should bear in mind that Champneys Beauty College is an adult environment. Students are expected to behave like adults and to assume an adult level of responsibility. Students are expected to have the necessary skills to study and live independently alongside people from a wide variety of backgrounds. This can be particularly challenging for young people.

The College is not in loco parentis i.e. it is not in the same position as a parent and does not accept that level of responsibility for its students. For this reason, if a student's parents are not resident in the UK, it will be necessary for them to appoint a guardian in the UK and provide contact details for this person and their informed consent to acting in this capacity.

Students who are over the age of 16 and under the age of 18 have the legal capacity to enter into contracts for education and necessary accommodation and will be liable for fees and charges payable under those contracts.

Full details of the College's conditions for under 18's have been stated in the Parental Declaration Form required by the College for all under 18's applications:

Although those under 18 are regarded as children under the law, they still have the right under the General Data Protection Regulation for information about them not to be disclosed without their consent. This means that the College is not able to give information to parents unless the student has given their specific consent. This consent is given on the course enrolment form.

The under 18's policy will apply to all students under 18 living in accommodation owned by or directly leased by Champneys Beauty College from a third party accommodation provider. Both owned and leased accommodation are referred to as Inclusive accommodation.

This policy is intended to be read in conjunction with the Champneys Beauty College Safeguarding Policy.

This under 18's policy will not apply to students once they reach their 18th birthday. This policy does not apply to students who are under 18 when they apply but reach age 18 before they arrive at the College. References in this section to a "Parent" include guardians or other responsible adult nominated by the parent or guardian as representing the student's interests whilst the student is at the University. References in this policy to "Students" are to students to whom this policy applies (i.e. under 18's), unless stated to the contrary.

CHAMPNEYS

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Procedure

The accommodation

Students who are under 18 are not accommodated any differently from other students within College accommodation. They are subject to the same eligibility criteria and allocation process although their age is taken into account when an allocation is made.

All students entering into College accommodation are required to sign a contract to accept the terms and conditions of the accommodation, known as the Student Licence Agreement.

The regulations clearly state the level of acceptable behaviour and the sanctions imposed if not adhered to. A senior member of the college staff will ensure that each resident under the age of 18 is informed of this policy and signs to confirm acceptance as part of their welcome induction.

Student accommodation areas are predominantly for the use of the students to whom they are allocated and their guests.

The accommodation provided is secure and meets necessary fire and safety legislation.

In addition to a study bedroom, suitable kitchen and bathroom facilities are provided including basic kitchen equipment.

Students are not supervised during their free time in the accommodation, however comprehensive information is provided to all students on who to contact if necessary either in or out of hours. For those living onsite, the Champneys groups are an essentially an adult environment and it may not be possible to provide the level of supervision parents consider appropriate.

All of the above provided information is relevant to College Inclusive Accommodation only.

The College's responsibilities to students under the age of 18 years

The College will:

- Allocate either onsite or offsite accommodation to all those students who request it based on location preference, ability to drive, access to a car and date of payment of deposit.
- Provide documentation, including a Licence Agreement and this accommodation policy to the student that is required to be accepted before the student can take up residence.
- Treat sympathetically any requests for a change of room within the College accommodation (always subject to availability and suitability).
- Ensure that students are aware of whom to contact in case of difficulties, and ensure that students have means of ensuring confidentiality where they wish it. The College will try and encourage students to involve a parent where appropriate. We will normally respect a student's request regarding confidentiality, however, circumstances may dictate that we have to disclose personal data in the best interests of the student or others. Such decisions will always be made in accordance with the General Data Protection Regulations.
- Take seriously all suspicions and allegations of abuse and respond swiftly and appropriately, following the College's Safeguarding Policy. This could result in contacting official authorities e.g. police, social services etc.
- Take all reasonable measures to ensure as far as is practicable that current laws on the purchase and consumption of alcohol, and in relation to possession, sale and use of drugs, are complied with by students of all ages while accommodated by the College.

The College will not:

- Carry out DBS checks for contractors attending to irregular ad-hoc repairs within the residences. All contractors will, however, be required to adhere to the Procedure for Visitors and Maintenance Workers. Maintenance staff and contractors will carry out repairs/works during college hours (between 9.30 am and 5.30 pm) except in an emergency situation.
- Act in Loco Parentis or provide direct supervision of a student
- Carry out DBS checks on other students who are over the age of 18.
- Monitor how the student spends their leisure time or manages their finances.
- Inspect or monitor any accommodation which is not managed by the College.
- Intrude unnecessarily on students' reasonable privacy.
- Guarantee that students over the age of 18 in College Accommodation will not consume alcohol.

Students' responsibilities to the College**Students will:**

- Be required to enter into an accommodation licence with the College and abide by its terms and conditions (including discipline) and abide by Policy and related procedures.