



Safety and Child Welfare Information for parents

Safety and child welfare at the college

Introduction

Swansea College takes the safety of our students very seriously. All our teachers and staff are trained to put our students' safety and security first. We follow all UK government laws and policies for child safety and security.

Students under 18

We provide a mobile number – out of hours for students and parents. We also provide email addresses of the teaching staff and senior management. We deliver a workshop in the students Induction and through our PSHE on Student Welfare, health and well-being and how to stay safe in the city.

Guardianship

All under 18 students must have a legal guardian while they are in the UK. This may be parent or other family member (over 18). If your child is not accompanied by a guardian, then you can appoint a suitable adult here in the UK.

The College is not able to assist parents in finding a suitable guardian but for those families who do not have friends or relatives in the UK, a list of accredited agencies can be obtained from: AEGIS,

The Wheelhouse, Bond's Mill Estate, Bristol Road, Stonehouse, Gloucestershire. UK. GL10 3RF Tel: +44 (0) 1453 821293 or Email: info@aejisuk.net

Family and Friends

If you want a family member or friend to take a child out of college or away from home to go on a trip or visit, you must give us written permission before the visit. We will need the name of the

person taking the child and we will need to know how long they will be away, we will require them to complete and form and Identification documents on file each adult responsible.

Arriving in the UK

Unaccompanied students under 18 years old must be met on arrival at the airport (or main train station) and taken to their accommodation in Swansea. We will arrange this for you. Students over 18 years old can also be met if they want. Parents must complete the relevant Parental Consent Form to agree to their child travelling to and studying in the UK before an offer letter or CAS letter can be provided.

Accommodation

All homestay accommodation for our students is provided by Swansea Homestay and is safe and secure. All host families are checked to make sure that they are suitable people to host child students.

Students can alternatively live with a parent, close relative (grandparent, brother, sister, step-parent, uncle (brother or half-brother of the parent) or aunt (sister or half-sister of the parent) who is aged 18 or over) or a legal guardian in Swansea. A child **cannot** stay with someone who is a relative not listed above, or unrelated (for example a friend).

Illness

We always have a qualified first aider on site, and we are close to other medical facilities. 24 hour emergency medical help is available in the UK. If your child has allergies or other medical problems, please tell us in advance of their study here.

At the college

Our college is a safe place for students to study in, and we have regular inspections to check fire controls, and health and safety. We have lockers if your child wants to store his belongings during the day, but we recommend that money and expensive items are kept at home.

Attendance

Attendance is compulsory for all lessons. Students can only miss lessons if they are ill or have another valid reason. If a student wants to miss classes to go on a trip or visit family, they should arrange this before the day of the lesson. If a child misses class, we will call the host family immediately to find out if they are ok, and to decide what steps to take next.

Bullying

We have a strict, no tolerance policy to prevent bullying, cyber-bullying or discrimination.

E-safety

We know that many parents are concerned about keeping their children safe when they use the internet. We have access to the internet for study and for leisure but we block access to chat rooms and social media websites. We also have strict anti-bullying policies to make sure that students are safe when they go online.

Activities and trips

All children will be accompanied and looked after by our staff whenever they take part in activities or go on trips as part of our leisure programme. We carry out regular risk assessments to make sure that our activities are safe.

If you have any questions or worries about the safety and wellbeing of your children, please contact us. We will be happy to answer your questions.