

UNDER 18 STUDENT MANAGEMENT PLAN

Bradford College Under 18 year old Student Management Plan

Many students studying at Bradford College are under the age of 18, and the College acts as these students' official guardian. Bradford College takes special care and interest in the welfare of under 18s and as such we have a special policy to ensure their wellbeing.

Our Under 18 Student Management Plan includes:

- meeting with under 18 students on a fortnightly basis and reporting back to the Admissions/Student Services Coordinator and parents after these meetings
- regularly checking attendance and the academic performance of these students
- closely monitoring the accommodation situation of each student.
- visiting/contacting each homestay/hostel with students under the age of 18 regularly to ensure that the accommodation is suitable.

Students who are under the age of 18 and who organise their own accommodation must comply with the following rules:

1. The person they will be living with **MUST** be over the age of 21 and they will need to show proof of age and address to Bradford College.
2. Both Immigration and Bradford College do not approve students to live with other students who are over 21. We require it to be a blood relative - mother, father, brother or sister, aunt or uncle, grandparents, cousin (ONLY if they are over 21).
3. Family friends have to be registered as a homestay and also meet all the requirements below.

Bradford College will visit all under accommodation for Under 18 students to:

1. determine that the living conditions are of an acceptable standard
2. assess whether the designated guardian will provide a safe physical and emotional environment for the student
3. determine that the accommodation is not a boarding establishment
4. meet the designated guardian and establish communication with the guardian
5. ensure that we hold at all times personal contact information for all residential guardians including:
 - o full name – current police check
 - o current address and contact phone numbers
 - o current occupation
 - o relationship to student.

In case of any emergency all Under 18 year old students can contact (24-hours a day, 7 days a week):

Accommodation Manager

P: +61 (0)400 807 815