

Policy for Students Under the Age of 18 on Entry

Document Title: Policy for Students Under the Age of 18 on Entry			
Version No.	1.1	Policy Owner	Academic Registry
Superseded version		Author Role Title	Academic Registry
Approval Date	19/09/2016 updated 13/06/2018	Approved by	Academic Board
Effective Date	19/09/2016	Review Date	September 2019



POLICY FOR STUDENTS UNDER THE AGE OF 18 ON ENTRY

1. Introduction

- 1.1 The University may admit students who are under the age of 18 years. In most cases, this will be a temporary situation as the student will be approaching their 18th birthday. The University is an adult environment and treats all students as independent, mature individuals. All students are required to register and enrol in accordance with the University's procedures including compliance with the student Terms and Conditions and General Regulations.
- 1.2 The usual personal and academic support arrangements apply to students who are under 18 years. This normally includes the allocation of a personal tutor and, if the student is resident in University campus accommodation, the allocation of a student peer mentor and a resident staff warden. The University offers various support services which can be accessed by all students requiring such.
- 1.3 The University acknowledges that anyone under the age of 18 years is legally a child. This Policy contains key information regarding students under the age of 18 on entry to the University.

2. Parental Responsibility

- 2.1 The University is not able to take on the usual rights, responsibilities and authority that parents have in relation to a child, and it will not act in loco parentis in relation to students who are under the age of 18 years.

3. Contracts

- 3.1 A 16 or 17 year old has the status to enter into a necessary contracts including education, but until their 18th birthday will not be legally competent to enter into all legal contracts. Where contracts are required with the University, (e.g. tuition fees or accommodation), the University requires the parent or legal guardian to act as guarantor and to honour all obligations that the student enters into prior to his/her 18th birthday.

4. Student Accommodation

4.1 Students who are under 18 will be offered a room in University Halls of Residence on Campus. They are subject to the same eligibility criteria and allocation, although their age is taken in to account when allocating accommodation.

5. Confidentiality

5.1 Students under the age of 18 years are afforded data protection rights. The University handles the personal data of all its students in accordance with the General Data Protection Regulation and the Data Protection Act 2018 and is therefore generally unable to provide parents or legal guardians with student's personal data including progress and results unless specific consent has been provided. The University will correspond directly with students under 18 years of age, rather than parents/legal guardians. Students under the age of 18 years staying in University Halls of Residence will be asked to sign a consent form allowing Accommodation Services to share personal information with their parent/guardian.

6. Safeguarding

6.1 As a matter of law in England, a person under the age of 18 is a child. Where appropriate the University will report any suspicions or allegations of abuse of children.

7. Field trips

7.1 Programmes may involve compulsory or optional field trips, excursions or other periods of study away from the University. Subject to the University's duties under health & safety law, the University is not able to take any additional responsibility for a student who is under the age of 18 years in relation to such activities.

8. Internet Access

8.1 It is not possible for the University to limit access to any particular sites or categories of information. As set out at paragraph 1.1 above, students under 18 are required to comply with the Universities General Regulations including regulations regarding acceptable internet use.

9. Alcohol & Tobacco

9.1 It is illegal for alcohol or tobacco to be sold to or bought by individuals who are under the age of 18 years. The University will take reasonable steps to seek to ensure that the law is not broken in relation to licensed premises under the

University's control but cannot undertake to supervise any individual student. The Students' Union is responsible for ensuring that appropriate arrangements are in place for its own licensed premises.

10. Holding Office

10.1 The Students' Union has a number of groups and societies. Students under the age of 18 are not permitted to hold office until after their 18th birthday as some positions carry legal responsibilities. Participation in some activities may be limited.

11. Relationships with staff

11.1 Whilst a child can consent to sexual activity once they reach the age of 16 years, it is a criminal offence for a person over 18 to engage in sexual activity with a child under 18 where that person is in a position of trust, even if the relationship is consensual.

12. Notification

12.1 Relevant staff will be notified of any student who will be under the age of 18 years on entry to the University. Routine notification will be made to the School Dean, Head of Student Services and the staff warden in University campus accommodation.