

**L A I N E**  
THEATRE ARTS

POLICY FOR THE ADMISSION AND SUPPORT OF  
STUDENTS UNDER THE AGE OF 18  
2023

## **POLICY FOR THE ADMISSION AND SUPPORT OF STUDENTS UNDER THE AGE OF 18**

Laine Theatre Arts admits a number of applicants each year to its Diploma and Foundation Courses who are under 18 years of age. The College's Admissions Policy states that all applications for admission shall be considered in relation to its policy on equal opportunities, its commitment to giving appropriate consideration to applications from those with disabilities, special requirements, and to such anti-discrimination legislation may be in force.

In law, anyone under the age of 18 is a minor, and therefore their enrolment at Laine Theatre Arts requires careful consideration. The College has therefore devised measures to ensure that such applicants who enrol at the College are afforded appropriate additional consideration. This consideration recognises both a student's rights and responsibilities as a minor and those of the College and parents or guardians.

### **CONTEXT**

The College undertakes to assess applications primarily on the basis of the student's talent but taking into account the requirements of its governing regulatory frameworks. It recognises that there are a range of factors associated with being a minor in law that affect an individual's ability to be a student in a College where the majority of students are 18 years or over.

In reaching decisions on applications from candidates who would be under 18 at the start of their course, the College takes these regulatory and legal factors into account most seriously, and applies the following general principles:

1. The College does not and cannot act in loco parentis and parents or guardians are required to accept this responsibility. This issue is particularly important when considering applications from student whose parents or guardians live outside of the United Kingdom. Where Social Services act as a guardian, separate provisions apply.
2. That person (the parent or appointed guardian) in addition to exercising responsibilities for the well-being of the applicant, also takes full responsibility for the applicant's compliance with College rules and regulations including those relating to financial liabilities.
3. That person (the parent or appointed guardian) consents to the applicant's engagement in course activities such as theatre trips, performances or similar activities.
4. That it is recognised that a person under the age of 18 does not have full legal capacity to be bound by contracts, to give valid consent or to hold a Trustee position in student clubs or societies.
5. That if any other reasonable requirement of the College, specified as a consequence of the age of the student or nature of the programme and in support of the best interests of either or both, cannot be agreed to, then an offer will not be made and/or confirmed.

### **RESPONSIBILITIES**

#### **The applicant/student will:**

1. Make their correct date of birth known to the College.
2. Agree to abide by the conditions of admission and registration that relate to being a minor as well as being a student.

**The parent/guardian will:**

1. Confirm that any information supplied in connection with an application to enrol is correct and accurate.
2. Agree to and abide by the terms of admission and registration governing the role of the parent or guardian regarding the student's compliance with College regulations. This will include those regulations relating to financial liabilities.
3. Ensure adequate arrangements are in place for the safeguarding of a student's general wellbeing.
4. Keep the College updated with any change in the student's health or family environment.

**The College will:**

Assess applications from those under 18 upon entry on an individual basis and under this Policy, and:

1. Where an applicant is not 18 years by the first day of enrolment on the course, the College will undertake a detailed review of the application and the relevant risks which have been made known to the College.
2. Notify the applicant with details of its findings and its decision on admission.
3. Notify the applicant of his or her right to appeal a College decision to refuse admission.
4. Appoint an under 18's group leader who has undergone a DBS check, to ensure students under the age of 18 receive additional support in making the transition away from home and into full-time training.
5. Not register students who are unable to fulfil their responsibilities under either this policy or the requirements of living and study at the College.

**GUIDANCE FOR STUDENTS AND THE PARENTS OR GUARDIANS OF STUDENTS UNDER 18 ON ENTRY**

**The College is committed to the safety and well-being of all its students and recognises the particular needs of those who are under 18 on entry. We therefore ask that students and parents/guardians consider the following points before deciding whether to accept the College's offer of a place;**

1. The College does not assume parental responsibility for a student under the age of 18. Students and their families should be aware that the College is an adult environment. Students are expected to behave like adults and to assume adult levels of responsibility. Students are required to have the necessary skills to train and study and live independently alongside people from a wide variety of backgrounds. Places are offered at the College on the understanding that students will be able to adapt to living away from home and look after themselves in all practical matters.
2. In rare instances, consent for emergency medical treatment may be required before parents or guardians can be contacted. The College therefore requires parents or guardians to give their upfront consent that, in the case of such an emergency or the inability to make contact, the College has parental permission to act on medical advice in the best interests of the student.
3. Parents or guardians are responsible for ensuring that the College has been informed of any special needs or requirements.
4. As a general rule, those under the age of 18 are unable to be bound by contracts. Where these are required, for tuition fees or accommodation for example, the College requires parents or guardians to act as guarantors. This means that parents or guardians must pay any sums agreed under a contract if the student fails to do so. Failure to pay debts due to the College will result in a student being excluded from the College.

5. Although those under 18 are regarded as minors under the law, those who are 13 years or over still have the right under the Data Protection Act for information about them not to be disclosed without their consent. This means that the College is not able to give information to parents or guardians regarding the student's progress, results or any other personal circumstances unless the student has given their specific consent. Students under the age of 18 must be prepared to consent for personal information to be released to parents or guardians in the event of medical emergencies and on medical advice. The law around data protection and minors is complex but essentially the College as data controller can generally withhold any information which (if released) could cause upset to the minor.
6. Parents and guardians of students under 18 should note that internet access is unrestricted at the College. It is not possible for the College to limit access to any particular sites or categories of information. Students under 18 will be expected to observe the same rules and regulations about acceptable use of the internet as all other students. Parents and guardians must appreciate the risk that their children may be exposed to adult material.
7. Where parents are not resident in the UK, it will be necessary to appoint a guardian for a student under 18 on entry. The College requires the contact details for this person and must be sure that they live in the UK and have agreed to act in this capacity. 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:

The Association of Educational Guardians for International Students (AEGIS)  
66 Humphreys Close, Randwick, Stroud GL5 4NY  
Tel/Fax: +44 (0) 1453 755160 – layout

Email: [aegisuk@btopenworld.com](mailto:aegisuk@btopenworld.com)

The list is also available at [www.aegisuk.net](http://www.aegisuk.net).

7. If an applicant who has not reached the age of 18 has been offered a place at the College and wishes to accept it they must understand and accept these points by signing the consent forms below and returning them to The Admissions Officer [sarahcarroll@laine-theatre-arts.co.uk](mailto:sarahcarroll@laine-theatre-arts.co.uk).

**Policy approved - November 2023 - date of next review - November 2024**

**APPLICANT PARENTAL/GUARDIAN CONSENT FORM**

1. I understand and accept that Laine Theatre Arts does not accept parental responsibility for my child.
2. I understand and accept that Laine Theatre Arts is an adult environment and that my son/daughter/ward will generally be treated as an adult.
3. I am aware of\* and consent to the activities my child will be undertaking as a necessary part of their studies.
4. I understand and accept liability for all fees that will be incurred by my son/daughter whilst registered at Laine Theatre Arts.
5. I understand and accept that while studying at Laine Theatre Arts my son or daughter will be subject to English law and the rules of the College.
6. I understand and accept that Laine Theatre Arts cannot release information relating to my son or daughter, either academic or personal, without express consent for this.
7. Where required, I will ensure that my child has an appropriate guardian.
8. I have disclosed all relevant information concerning my child to the College and confirm that all details submitted are correct and accurate.

Name of applicant: \_\_\_\_\_

Applicant Name of parent / guardian:

\_\_\_\_\_

I declare that I have read and accept the above conditions.

Signed: \_\_\_\_\_

Relationship to student:

\_\_\_\_\_

\*I have discussed the course with a representative from the College. I am aware of the activities that will be undertaken and I sign this form in that knowledge.

**FORM TO APPOINT A UK GUARDIAN FOR A STUDENT UNDER 18 ON ENTRY**

Name of student: \_\_\_\_\_

Name of parent: \_\_\_\_\_

I authorise the person named below to act as guardian for my child whilst in the UK until the age of 18 years and will be responsible for the child's safety and wellbeing.

Name of guardian: \_\_\_\_\_

UK address of guardian: \_\_\_\_\_

Telephone number of guardian: \_\_\_\_\_

Fax number of guardian: \_\_\_\_\_

Signature of parent: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of guardian: \_\_\_\_\_

Date: \_\_\_\_\_