

# Parental Consent & Medical Form

Dear Parent / Guardian,

Itchen College encourages its staff and students to go out of college as often as possible to take advantage of the enormous range of opportunities that exist for enrichment through educational, cultural or social experiences.

As the majority of our students are under 18 years of age, we have to seek parental permission to do this. Rather than ask your permission every single time, for every individual day trip, we ask you to read and to sign the form below at the beginning of the year. This form will give us your permission to take students out of college for short visits, day trips and residential trips,

Please would complete the required details and sign and return this form to the International Office.

Without parents' permission, students **CANNOT** take part in any trip. We are already planning trips for early in the first term, so it is important that you do this as soon as you can.

Please note also that the College will generally transport students either in the College minibuses, by using recognised coach firms or by using public transport. Occasionally, it may be necessary for staff to use their own cars and for this reason, all College teaching staff have business cover on their insurance.

It is **VERY** important that you inform us **immediately** of any changes in your contact details, especially changes in mobile numbers.

It is also clearly **VERY** important that any member of staff taking responsibility for students should be aware of any medical issues that a student may have. We therefore ask that you also complete the attached medical form fully. Please ensure that you update the College **immediately** if and when these medical conditions should change.

We are also required to seek parents' permission for taking and using student images for College publicity purposes.

With thanks

The International Team

# International Students Parental Consent & Medical Form

To enable us to support your son/daughter we ask that this form is completed with all relevant details. We confirm that any information given will not prejudice their application. It will however, allow us to provide the correct level of care and deal with any situations that could arise.

Student's name .....Date of Birth .....

I am happy for my son/daughter to take part in general college organised activities as a part of completing their studies at the College.

I understand that during a trip students may have free time during which they are not directly supervised. The trip supervisors will however be contactable throughout & students will be provided with full details of how to contact them.

I am aware that my son/daughter will be given a list of trip rules for their safety and for the safety of the group and any instructions given by the staff in charge must be obeyed.

Parent's signature: .....

Relationship to student: .....Date: .....

## MEDICAL DETAILS

In the event of any illness or accident, I consent to any necessary medical treatment, which might include the use of anaesthetics.

Please indicate if your son/daughter has had or has any of the following?

|                             |                              |                             |   |                              |                             |
|-----------------------------|------------------------------|-----------------------------|---|------------------------------|-----------------------------|
| Asthma or bronchitis        | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Allergies to any known medication                 | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Heart condition             | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Any other allergies e.g. material, food, plasters | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Fits, fainting or blackouts | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Other illness or disability                       | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Severe headaches            | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Travel Sickness                                   | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Diabetes                    | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Regular medication                                | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Epilepsy                    | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Have you any mobility issues? e.g. wheelchair use | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

If the answer to any of these questions is YES, please give details: (continue on a separate sheet if needed)

.....

.....

.....

Has your son/daughter ever experienced any eating disorders, emotional or mental health issues? YES ☐ NO ☐

If YES please specify e.g. depression, panic attacks mild or severe

.....

.....

If it is considered necessary, do you agree to mild painkillers  
(e.g. Paracetamol) being administered?

YES ☐ NO ☐

Has your son/daughter received vaccination against Tetanus in the last 5 years?

YES ☐ NO ☐

Is your son/daughter fully vaccinated against COVID (vaccination is not mandatory in the UK)? YES ☐ NO ☐

Is your son/daughter currently receiving medical or surgical treatment of any kind?  
If yes, please give full details (including dosage of any medicines/tablets)

YES ☐ NO ☐

.....

.....

Name and address of student's doctor

.....

.....

Doctor's telephone number: .....

Does your son/daughter have any special dietary needs  
If yes, please give details:

YES ☐ NO ☐

.....

**Do you give parental consent for your son/daughter to arrange independent travel within the UK. The college cannot be held responsible for these trips. It will be the responsibility of your son/daughter to inform parents, hosts and the International office of any planned trips which MUST NOT be taken during College time.**

**Do you acknowledge that and consent to, your son/daughter studying on an adult course (16+) and understand that he/she will not be supervised at break times; after school, during evening activities.**

I give permission for my son/daughter to arrange independent travel within the UK

YES ☐

NO ☐

I give permission for my son/daughter to arrange independent travel within Europe

YES ☐

NO ☐

### Consent for taking images

During our visits or activities we are likely to take pictures and videos. We would like to use these in presentations, displays or in our own booklets, newsletters or publicity.

If possible, we will copy all the images onto the college network. The students will then be able to view and use the images in their assignments. In the event of any images being taken, can you please give your consent to them being used by the College for educational purposes?

YES ☐

NO ☐

**In the event of any illness or medical treatment occurring after the return of this form and prior to my son/daughters arrival, I undertake to inform the College. I will also inform the College of any change to my emergency contact numbers.**

Signature of Parent/Guardian: .....

Relationship to student: .....

Date: .....

### Emergency contact numbers (please print clearly)

Home: .....

Mobile: .....

Email address: .....

# Pre Arrival Home Stay Questions

Name: .....Date of Birth: .....

Nationality: .....Date of arrival to the UK: .....

Email address: .....

Which gender would best describe you? .....

**Please give honest answers to avoid issues when you arrive:**

|  |                                     |                                    |
|--|-------------------------------------|------------------------------------|
| <p>1. Do you smoke?</p> <p><b>Please note that students are NOT permitted to smoke inside the homes of homestay hosts</b></p>                        | <p>YES <input type="checkbox"/></p> | <p>NO <input type="checkbox"/></p> |
| <p>2. Would you live with pets?</p> <p><b>Please note that this could be a dog(s) or cat(s)</b></p>  | <p>YES <input type="checkbox"/></p> | <p>NO <input type="checkbox"/></p> |
| <p>3. Do you follow a religion or faith?</p> <p><b>If yes, please specify:</b></p> <p>.....</p>  | <p>YES <input type="checkbox"/></p> | <p>NO <input type="checkbox"/></p> |
| <p>4. Do you have any allergies, either severe or mild, or any food intolerance?</p> <p><b>If yes, please specify:</b></p> <p>.....</p> <p>.....</p> | <p>YES <input type="checkbox"/></p> | <p>NO <input type="checkbox"/></p> |
| <p>5. Do you have any medical conditions?</p> <p><b>If yes, please specify:</b></p> <p>.....</p> <p>.....</p>  | <p>YES <input type="checkbox"/></p> | <p>NO <input type="checkbox"/></p> |

|  |  |  |   |  |  |   |
|--|--|--|---|--|--|---|
| <p>6. Do you have any specific dietary requirements?</p> <p><b>Please note that gluten free, coeliac, dairy or lactose free, vegan and halal dietary requirements will incur a supplementary payment of £14 per week.</b></p> <p><b>If yes, please specify:</b></p> <p>.....</p>   | <p>YES <input style="width: 30px; height: 20px;" type="checkbox"/></p>   | <p>NO <input style="width: 30px; height: 20px;" type="checkbox"/></p>  |   |  |  |   |
| <p>7. Who are the members of your household? Add the age of your brothers and sisters. Please include any pets:</p> <p>.....</p> <p>.....</p>  |  |  |   |  |  |   |
| <p>8. How would you describe your personality? Please tick all the boxes that describe you.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%; vertical-align: top;"> <input type="checkbox"/> Shy<br/> <input type="checkbox"/> Outgoing<br/> <input type="checkbox"/> Serious<br/> <input type="checkbox"/> Carefree<br/> <input type="checkbox"/> Studious         </td> <td style="width: 25%; vertical-align: top;"> <input type="checkbox"/> Private<br/> <input type="checkbox"/> Athletic<br/> <input type="checkbox"/> Disorganised<br/> <input type="checkbox"/> Organised<br/> <input type="checkbox"/> Funny         </td> <td style="width: 25%; vertical-align: top;"> <input type="checkbox"/> Adventurous<br/> <input type="checkbox"/> Nervous<br/> <input type="checkbox"/> Independent<br/> <input type="checkbox"/> Creative<br/> <input type="checkbox"/> Friendly         </td> <td style="width: 25%; vertical-align: top;"> <input type="checkbox"/> Tidy<br/> <input type="checkbox"/> Introverted<br/> <input type="checkbox"/> Extroverted<br/> <input type="checkbox"/> Talkative<br/> <input type="checkbox"/> Sensitive         </td> </tr> </table> |  |  | <input type="checkbox"/> Shy<br><input type="checkbox"/> Outgoing<br><input type="checkbox"/> Serious<br><input type="checkbox"/> Carefree<br><input type="checkbox"/> Studious           | <input type="checkbox"/> Private<br><input type="checkbox"/> Athletic<br><input type="checkbox"/> Disorganised<br><input type="checkbox"/> Organised<br><input type="checkbox"/> Funny | <input type="checkbox"/> Adventurous<br><input type="checkbox"/> Nervous<br><input type="checkbox"/> Independent<br><input type="checkbox"/> Creative<br><input type="checkbox"/> Friendly | <input type="checkbox"/> Tidy<br><input type="checkbox"/> Introverted<br><input type="checkbox"/> Extroverted<br><input type="checkbox"/> Talkative<br><input type="checkbox"/> Sensitive |
| <input type="checkbox"/> Shy<br><input type="checkbox"/> Outgoing<br><input type="checkbox"/> Serious<br><input type="checkbox"/> Carefree<br><input type="checkbox"/> Studious  | <input type="checkbox"/> Private<br><input type="checkbox"/> Athletic<br><input type="checkbox"/> Disorganised<br><input type="checkbox"/> Organised<br><input type="checkbox"/> Funny | <input type="checkbox"/> Adventurous<br><input type="checkbox"/> Nervous<br><input type="checkbox"/> Independent<br><input type="checkbox"/> Creative<br><input type="checkbox"/> Friendly | <input type="checkbox"/> Tidy<br><input type="checkbox"/> Introverted<br><input type="checkbox"/> Extroverted<br><input type="checkbox"/> Talkative<br><input type="checkbox"/> Sensitive |  |  |   |
| <p>9. How would your family and friends describe you and your personality?</p> <p>.....</p> <p>.....</p>   |  |  |   |  |  |   |
| <p>10. When meeting new people, what personality qualities do you look for in others?</p> <p>.....</p> <p>.....</p>  |  |  |   |  |  |   |

11. What do your average weekday and weekends look like during term time?

.....

.....

.....

12. What activities and interests do you have and how often do you like to do them?

.....

.....

.....

13. What activities do you regularly enjoy doing as a family?

.....

.....

.....

14. What does your home life look like? Do you have chores to complete and rules you must follow?

.....

.....

15. Do you prefer a busy, vibrant household, or a quiet, peaceful household?

.....

.....

.....

16. Would you rather be the only student in a household, or have a host-sibling? Would you mind your host having children, including children under 5?

.....

.....

.....

17. Is this your first time away from home? How do you plan to cope with potential homesickness and the differences between yours and British culture? If you have been away from home before, you can draw from those experiences.

.....

.....

.....

18. Is there anything you would like to add, that would make your stay perfect?

.....

.....

I, the applicant, declare that all information contained on this application is true and complete and no information has been withheld.

**Signature:** \_\_\_\_\_



# STUDENT GUIDELINES & RULES

## Agreement between Itchen Sixth Form College and Students staying in Homestay Accommodation

Student name: .....Date of Birth: .....

### Accommodation:

Under guidance from the British Council, Itchen Sixth Form College must insist that all students under 18 years live in homestay accommodation. **Homestay accommodation is not the same as staying in a hotel.**

We expect students staying in homestay accommodation to respect rules and restrictions set by their hosts. Please discuss these with your host on arrival.

### Meals:

You will be provided with **breakfast** and an **evening meal** Monday to Sunday along with **lunch at the weekends**. You will be responsible for purchasing your own lunch Monday – Friday (and any snacks throughout the week).

- Lunch during college holidays **IS NOT** provided by your homestay except for the Christmas and Easter period.
- Students must not miss their meal times intentionally.
- You must notify your host in advance, if you are going to arrive late or miss any meals.
- You must not help yourself to food in the home unless you are given permission first.
- Students on half board catered basis **will not** be provided with cooking facilities in the homestay.

### Curfew (time that you must return home in the evening):

**Sunday – Thursday**, All students should be home **by 22.30 hrs**. You must not disturb your host after 23.00 hrs with unnecessary noise (including taking showers).

**Friday & Saturday**, the curfew can be extended to **23.00 hrs** (as long as your homestay agrees).

**Curfews times are for your safety & personal welfare, and to help you fulfil your academic performance. The curfew is a deadline and we will never agree to an extension. When you live in an Itchen College managed homestay you must accept and comply with these times.**

**Parent/Guardian – If you wish for your child to be home earlier than the college curfew guidelines state, please indicate as follows to ensure the homestay hosts are able to support your wishes. Later curfew times are not permissible.**

Weekdays: \_\_\_\_\_ Weekends: \_\_\_\_\_

**IMPORTANT** - If you do not return to your homestay by the agreed time and do not contact them to inform them of your delay, the following action will be taken:

- 1. Your homestay will attempt to call you. If they are unable to contact you, they will call the college's emergency phone holder.**
- 2. A member of Itchen College staff will telephone you. If they are also unable to speak to you, they may feel it is necessary to contact the police and report you as missing.**
- 3. Your parents and agents will be informed. Not following the curfew rules is regarded as a breach of the rules and further college action may be taken**

## **Respect**

- You must treat all students, staff and homestay members with respect and good manners.
- Remember to say "please" and "thank you" and if you are unsure of any household rules or do not understand, please ask your host to explain them to you.
- If you are going to be late or miss a meal, inform your host as soon as possible.
- Please make the effort to try new food before rejecting it as you may find you do like it.
- Be prepared to be flexible and make an effort to fit in. Studying in the UK is a new experience and you may have to make compromises.

## **Your homestay bedroom:**

- You will be expected to keep your room at your homestay clean and tidy.
- Do not stick any posters or pictures on your walls without first asking your host for permission.
- You must inform your host of any breakages or damage you cause as soon as possible, and may be asked to pay for repairs or replacements.
- You must not enter other students or the host's private bedrooms.
- Do not invite friends to the house without first asking your host's permission. Similarly, do not then invite them to into your bedroom without asking permission first.
- You are not entitled to use the room to accommodate anyone other than yourself. Friends are not allowed to stay overnight.
- **You must not use personal kettles or cooking equipment in your bedroom.**

## **Household arrangements:**

- You may be expected to help with household chores and it is always polite and appreciated by your host if you offer to help.
- Do not spend too long in the bathroom and ensure you clean the bath, shower or basin after use. Always flush the toilet after use.
- Cotton wool cotton buds and sanitary items must be disposed of in a bin.
- You must respect the rules your host puts in place, including honouring curfews.

## **Absence:**

- While you are studying with us, you will be expected to attend **all** your lessons and College arranged activities.
- In the case of illness, you must telephone the college and advise us of any absence from classes.
- If your attendance falls below 100% this will be monitored in line with the college attendance policy.
- If your attendance falls to an unacceptable level, the college reserves the right to withdraw your offer of study at Itchen College.

## **Communication**

- It is essential that you provide your homestay with contact details when you are out.
- Please tell them where you going, who you are going with and when you will return.
- You must keep your mobile phone on at all times and answer immediately if your host or the college contact you.

## **Internet Usage**

- You will have Internet access at your homestay.
- Please check with your homestay if there is any download limit.
- You must stop all computer activity by 23.30hrs.
- In the UK it is a criminal offence for Under 18's to access gambling or pornographic web sites.

## **Telephone**

- If you need to make a telephone call using your homestay's telephone, you must ask their permission first before each use and offer to pay for the call.
- If you are over 18 and take out a mobile phone contract, you must remember to cancel it before you leave the UK.

## **Insurance**

- Students' property will not be covered by the homestay host's insurance.
- Students should purchase private insurance to cover their personal belongings

## **Safety and Security**

If you are the last person to leave the house, it is your responsibility to:

- Ensure all the lights are switched off.
- Your windows are closed in your bedroom.
- All electric gadgets are switched off.
- All doors are locked.

## **Change of homestay host:**

If you want to change homestay accommodation because you are unsatisfied with the present host, you must have a good reason. The following reasons are not considered as good reasons and will not result in changing homestay:

- **Distance** – we try to allocate accommodation within a 20-30 minute walk or cycle ride but this is not always possible.
- **Means of transport** - students must accept they may need to travel by college or public bus where necessary and we would try to quote the additional cost when the accommodation is confirmed.
- **Living with friends** – we do not consider moves on the basis that you want to live with a friend. Students speaking the same language are not allowed to live in the same household.

## **Out of teaching hours, students can use:**

- The college Learning Resource Centre (LRC) for independent study.
- College sports facilities & gym.
- A social area for socializing or doing homework.
- Local public facilities and the opportunity to visit local places of interest

## **Law:**

- **Smoking** – In the UK it is illegal to sell cigarettes to a person under the age of 18. Smoking is banned inside any public place, regardless of age. At college there are designated smoking areas and smoking is not permitted in any other area of the college
- **Alcohol** – If you are under 18 it is illegal to attempt to buy or drink alcohol. It is also illegal for over 18's to purchase alcohol on for others under 18.
- **Gambling** – It is illegal in the UK for under 18's to gamble.
- **Drugs** – the selling, buying, possession or use of drugs is illegal and strictly prohibited.
- **Breach of any UK Law** is seen as a breach of the terms and conditions of your programme of study.

Students who fail to comply with any of the above will be dealt with in line with the college disciplinary policies, which can be found on our website. Breach of the rules may mean you will be placed on an attendance or behaviour contract. In extreme situations, you may be asked to leave.

## Important Information for your host

A copy of this agreement will be given to your homestay so that they are aware of relevant information about you and can provide the necessary support and care. Please complete the following:

### **Medical details**

Please provide details of any prior medical conditions:

### **Specific learning difficulties**

Please provide details of any specific learning difficulties:

### **Medicines**

Please give details of medicines that you will be bringing with you:

### **Allergies**

Please give details of any allergies (including dietary allergies, not food dislikes):

## **Consent**

In case of a medical emergency, the college or your host will act on your parent's behalf in their absence.

The college reserves the right to withdraw your offer to study if you fail to inform us of any current or prior medical, mental health or learning difficulties prior to enrolment.

### **Parental permission:**

I agree that my son/daughter can take part in the following activities:

- |   |     |                          |    |                          |
|---|-----|--------------------------|----|--------------------------|
| • College arranged and supervised activities or trips   | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| • Independently arranged activities and day trips<br>(this is not to be arranged in the college week)           | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| • Independently arranged trips which involve overnight stay<br>(this is not to be arranged in the college week) | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| • Water activities i.e. swimming or canoeing  | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| • Activities or trips with homestay hosts   | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| • Can be given mild pain killers e.g. paracetamol if necessary  | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |

**Itchen College is not responsible for the supervision of students out of lessons or scheduled activities, or during half term and other holidays.**

**I acknowledge that the homestay hosts will not be held responsible for my son or daughter when they are on independently arranged overnight trips, away from their homestay accommodation.**

**I am aware that Itchen College reserves the right to send my son or daughter home with no refund should they break the college rules or laws of the land.**

**Please sign to say that you have read and agree to the rules and guidelines above.**

**Parent/guardian full name**.....

**Signature:** .....

**Relationship to student:**.....

**Student full name:** .....

**Student signature:** .....

**Parents Emergency contact number:**.....  
**(include area dialling code)**

**Parents email address (please print):**.....

We will keep this data in accordance with the Data Protection Act 1998