



Support Procedure for non-compliance with International Student Rules

International students are subject to some additional rules whilst living away from their families and staying with a College managed Homestay Host. These are over and above the general College policies and rules which can be seen on our website by clicking [here](#).

The support process for non-compliance with College policies and rules is available [here](#).

Should a student be in breach of College policies and rules they would be supported throughout this process and would be kept fully informed of which stage they are at and what they need to do to avoid escalation to the next stage.

The additional rules that apply to international students includes, but is not limited to the following:

1. Guide to Living in Homestay Accommodation
2. Important information for students living in Homestay
3. International Student Handbook
4. Trips & Activities Code of Conduct
5. International Attendance & Behaviour Policy
6. International School Admissions Terms & Conditions

These can all be accessed on our website by clicking this [link](#).

Please be aware that we reserve the right to alter or introduce additional rules, policies or codes of conduct should the need occur.

Please consult the Support process for non-compliance with the additional rules that apply to international students and which is contained within this document. This stepped process is here to support a student whilst studying at Itchen College and to agree targets to ensure they can continue with their studies. It is also here to ensure everyone remains safe.

Whilst studying with us, failure on a student's part to read and understand the rules, policies, codes of conduct or terms and conditions is not a defence, so students are advised to familiarise themselves with these to avoid non-compliance. We will go over everything during enrolment and answer any questions students may have to ensure understanding.

The additional rules are here for our student's safety whilst living with one of our homestay hosts and away from their natural family. They are also so all students are able to enjoy their programme of study and succeed.

If you need any further information, please email international@itchen.ac.uk

Support process for non-compliance with additional rules that apply for international students

	First warning	If you break the rules you will be spoken to by a member of the office staff or your tutor. They will discuss the issue with you and if necessary agree targets. This should be treated as your first warning. If you do not follow the rules on a college managed trip you will receive a warning you should be aware that this could also mean that you may not be allowed to join the next arranged international trip.
	Amber warning	If it is necessary to speak to you again for the same issue or another breach of the rules, you will be given a second warning and your parents & agency informed that you are breaking the rules. They will be given full details of the rules you have broken. Our staff will provide support and once more agree targets to ensure you improve. Your progress will be monitored and you may be asked to meet with staff again to review how things are going.
	Red warning	Should you persist to not comply with the rules, we will have serious concerns about you and your ability to complete your programme of study successfully, or in some cases your safety. Repeat offenders will be referred to a member of the Management and depending on the seriousness of your behaviour, this could be a member of the Senior Management Team. You will be asked about your behaviour and set new targets. A further meeting will be arranged to review your progress. You should regard this warning stage as serious.
	Final purple warning	If you continue to breach the rules, you become a very serious cause for concern. Please note that we reserve the right to refer serious offences directly to this stage where you will meet with a member of the Senior Management Team which includes the Principal; Mr Alex Scott or the Deputy Principal; Ms Rebecca Stratton. A final warning may be issued or if the offence deems it necessary you could be asked to leave immediately and would have to return home. If this stage results in a final warning, you must comply with the targets set and any further incidents will lead to you being immediately asked to leave the college and return home. If your host family asks you to leave because of a serious offence we will have no alternative but to ask you to return home immediately, because we have no availability in host families for students who break the rules.

Continued breach of our rules will lead to us asking you to arrange a flight and return home. Any visa you hold will be cancelled with immediate affect and the Home Office informed of the reason why you have been asked to leave.