 **Suzanne Sparrow Plymouth Language School**

 72-74 North Road East, Plymouth PL4 6AL

 **Tel:** 0044 1752 222700

 **Email:** study@sparrow.co.uk

 **Web:** www.sparrow.co.uk

**SAFEGUARDING POLICY (Under 18s)**

**SIMPLIFIED VERSION**

We take the safeguarding and welfare of all children, vulnerable adults and young people, very seriously at the school.

Students can join us from the age of 12 years upwards and we offer full board homestay accommodation.

All staff at the school and the homestays are Police checked and inspected by the school every two years.

On your first day you will have an induction with the Student Support Team to tell you all about the school and your course. This will also cover the fire drill and Health and Safety.

You will be given a pack with details of your programme, a wristband to wear and you should carry your ID cards, along with contact details of the school and of your homestay provider.

You will also be offered a separate space away from adults for your break and at lunch times if you prefer this arrangement.

The Safeguarding Team at the school is available to help all students with their problems.

If you need help or advice you are free to speak to any adult in the school as everyone is trained to be able to help you.

If you are ill or unable to attend class your homestay will inform the school of your absence.

You will not normally be allowed out in the evening but if your parents grant permission the curfew times set down by the school are:

12 – 13 years of age: 20.00

14 – 15 years of age: 21.00

16 – 17 years of age: 22.00

You will find more information in the Student Handbook for Juniors and The Safeguarding Policy (Under 18s) which is sent out to you and your parents/guardians before your arrival.

*Reviewed: Aug 2016*