

STUDENT DETAILS

NAME:

NATIONALITY: GENDER:

PHONE NUMBER: EMAIL ADDRESS:

PARENT/GUARDIAN DETAILS

DOES THIS PERSON SPEAK ENGLISH? YES NO

NAME:

ADDRESS:

PHONE NUMBER: EMAIL ADDRESS:

SECOND EMERGENCY CONTACT

DOES THIS PERSON SPEAK ENGLISH? YES NO

NAME:

RELATIONSHIP TO CHILD (e.g. brother, aunt):

ADDRESS:

PHONE NUMBER: EMAIL ADDRESS:

IMPORTANT INFORMATION

PLEASE ANSWER YES OR NO AND GIVE FULL DETAILS IN THE SPACE PROVIDED.

Does your child have any medical problems that we should be aware of e.g. diabetes/asthma? YES NO
If yes, please give further details, including details of any medications:

Does your child have any learning needs that we should be aware of e.g. dyslexia? YES NO
If yes, please give further details:

Does your child have any allergies e.g. pollen/nuts/animals? YES NO
If yes, please give further details:

Does your child have any special dietary requirements e.g. no dairy/no gluten? YES NO
If yes, please give further details:

If your child is suffering from a cold, minor injury or illness, can we give the following?

Paracetamol

YES NO

Aspirin

YES NO

Ibuprofen

YES NO

Antiseptic Cream

YES NO

Is there any other information you would like NCG to know?

IMPORTANT INFORMATION

General rules/procedures

- Students must arrive on time and attend all morning and/or afternoon classes and activities. If students are ill, they must notify a member of staff before 8am.
- Students will be supervised by their group leader or a member of NCG staff at all times.
- NCG reserves the right to ask a student to leave because of misconduct (*unacceptable behaviour*), non-payment of fees or non-attendance and they will be subject to disciplinary procedures.
- All students and staff at NCG are expected to show respect to each other at all times. Harassment, bullying, actual or threats of violence, damage to personal property and verbal abuse based on racial, sexual or religious differences will not be tolerated and disciplinary action may be taken.
- Students must keep their room and personal belongings clean and tidy. NCG staff have the right to enter and search bedrooms.
- Students are not allowed off campus unless supervised by their group leader or a member of NCG staff. (*Not applicable to homestay students or students living off-site*)

Behaviour guidelines

- UK law must be adhered to at all times.
- Students must be over 18 years old to buy and consume alcohol and cigarettes in the UK.
- Do not buy or take illegal drugs.
- Do not be tempted to take anything without paying. Students may be arrested and prosecuted for shoplifting.
- It is strictly prohibited to drink alcohol, take drugs, smoke cigarettes or engage in sexual activity during Junior Summer School.

Discipline procedures

- Verbal warning by Director of Studies/Director
- Written warning by Director of Studies/Director to students and parents.
- Final written warning by Director of Studies/Director to students and parents.
- Expulsion. Parents must arrange immediate transport back to their country of origin.

Important: PARENTS, please read and sign the below to indicate your agreement. By signing this form you are agreeing to the arrangements and rules within this form.

- I understand that my child must participate in all lessons/excursions/activities organised by NCG.
- I agree that my child should abide by the rules and behaviour guidelines.
- I understand that internet access is provided for students and may be available in their accommodation. I am aware that my child may have unsupervised access to the internet.
- I give permission for my child to receive emergency medical treatment in the UK.
- I am aware of NCG's disciplinary procedures and aware that I am liable for the cost of sending my child home early should they be expelled due to unacceptable behaviour or misconduct.

During their stay, photographs may be taken of my child and I give permission for NCG to use them for publicity purposes.

Checking this box and writing/signing your name constitutes a legal signature confirming that you are the parent or guardian of the above named student and confirms that you acknowledge and agree to the above conditions written in this document.

By checking this box, you are consenting to New College Group taking photographs and/or videos of your child/children during their experience at Junior Summer School for future marketing purposes. No images or videos will be shared for third party use.

PARENT/GUARDIAN SIGNATURE:

DATE:

This signed and dated form should be returned to admissions@newcollegegroup.com as soon as possible to guarantee your child's place.