London Contemporary Dance School (The Place)

Policy for Students under the age of 18
Entry September 2027

Name of Policy Writer	Lead Post Holder	Date approved	Approved by	Review Date
A Helsby	Director of Registry and Student Wellbeing	Sep 2026	Academic Board	Sep 2027

THE LONDON CONTEMPORARY DANCE SCHOOL

Introduction

London Contemporary Dance School requires that the parent or legal guardian of any student who is under the age of 18 years confirms, by signing and returning the Parent Consent Form, their acceptance of the arrangements set out in this document; once the student reaches the age of 18, these accepted terms will automatically be regarded as agreed by the student.

London Contemporary Dance School is committed to equal opportunities in its admissions and applicants are considered on their individual merits. Occasionally London Contemporary Dance School admits students who are under the age of 18 years. These students and their families should understand that London Contemporary Dance School is an adult environment and students are expected to assume a level of responsibility. Students are expected to have the necessary skills to study and live alongside people from a wide variety of ages and backgrounds. Places are offered on the understanding that the students will be able to adapt to living away from home and deal with the practicalities that this involves. London Contemporary Dance School treats all its students as independent, mature individuals and students who are under the age of 18 years will be treated in the same way.

However, London Contemporary Dance School acknowledges that anyone under the age of 18 is legally a child and recognises that students under the age of 18 may therefore have different needs in relation to their support and wellbeing and within child safeguarding and the law. Support services, and academic departments work together to ensure the wellbeing of students under the age of 18 is maintained accordingly.

Child Protection/Safeguarding

Concerns about the welfare of an under-18 Student are considered to as a Child Safeguarding Concern under The Place's Safeguarding Policy and Reporting Procedures which can be found here and includes links to LCDS Safeguarding Officers.

Parental Responsibility

London Contemporary Dance School is not able to take on the usual rights, responsibilities and authority that parents have in relation to a child, and it will not act in loco parentis in relation to students who are under the age of 18 years.

Trusted Emergency Contact

It is particularly important that emergency contact details are provided for students under the age of 18 and their parents/legal guardians are required to supply this information prior to their registration with London Contemporary Dance School. Students under 18 will not be allowed to register on their course unless this information is provided. For students whose parents are not in the UK, this should be a UK Guardian. See 'Additional advice for students under 18 and outside

the UK' at the end of this document. To understand what constitutes a trusted emergency contact please follow this link.

Estrangement

If a student is estranged or going through the process of estrangement from their biological or adoptive parents, we require proof of this situation and the details of the appointed guardian as next of kin. Information on supporting statements to prove estrangement and further information for estranged students can be found here: Standalone

Health

When a young person turns 16, they can give consent for most medical or dental treatment without a parent's knowledge. Treatment will remain confidential.

In the unlikely event of a life-threatening emergency involving a student under 18 while at The Place, a qualified first aider will provide appropriate first aid until the emergency services arrive. Medical decisions relating to emergency treatment will be made by the attending healthcare professionals in accordance with their professional duties and the student's best interests. A member of staff from The Place will accompany the student to hospital where appropriate and will make every reasonable effort to contact the parent or guardian immediately. Where hospital or ambulance staff require documentation to be completed before a parent or guardian can be contacted, a member of staff may complete or sign administrative documentation where appropriate. This does not constitute consent for medical treatment.

Parents/guardians are responsible for ensuring that London Contemporary Dance School has been informed of any specific needs or requirements for a student under 18 years.

Parental Involvement in Academic Affairs

It is London Contemporary Dance School's policy to deal directly with students and not with parents; this approach will also apply to students who are under the age of 18 years.

Unless the situation is deemed a safeguarding issue, London Contemporary Dance School will correspond with students, not parents or guardians. This means that London Contemporary Dance School is not able to give information to parents/guardians regarding the student's progress, results or any other personal circumstance unless the student has given specific consent.

Although those under 18 are regarded as children under UK law, they still have the legal right under General Data Protection Regulation (GDPR) 2018 for information about them not to be disclosed without their explicit consent.

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Notification of Age of Student

The Director of Student Lifecycle and Well-Being will be notified, prior to registration, if any student within the school is under the age of 18 years on entry to the School. Their Year Group Leader and relevant student support services will also be notified and this will be flagged on the registers so that teaching staff are aware.

Contracts

As a general rule, those under the age of 18 are unable to enter into legal contracts. Where contracts are required, e.g. for tuition fees, London Contemporary Dance School requires the parent or legal guardian to act as guarantors and to honor all obligations under any contracts with London Contemporary Dance School that the student enters into prior to their 18th birthday. Failure to pay debts due to London Contemporary Dance School could result in studies being suspended.

Student Accommodation

Parents and Guardians should recognise that their child may be residing with students who are over the age of 18. London Contemporary Dance School does not provide any halls of residence and the majority of students live in shared accommodation. We have a strong relationship with the University of London Housing Service who might be able to help find appropriate accommodation.

For students who turn 18 after 2nd November 2027 it is a condition of their offer that they live with a host family where parents/guardians can be sure that their child is in a secure environment until they turn 18.

Legal Restrictions

Under UK law, minors are unable to purchase alcohol, tobacco, solvents, fireworks and knives. They are also restricted from entering Nightclubs unless the event is specifically for under 18s. If accompanied by an adult, 16 and 17-year olds are able to drink (but not purchase) beer, wine or cider with a meal. Some pubs and bars will admit entry to minors, but they will not be allowed to purchase alcohol. There are also age restrictions on certain films, video games and it is illegal for a minor to gamble online or in a gambling establishment.

Alcohol and Tobacco

London Contemporary Dance School will take reasonable steps to seek to ensure that the law is not broken in relation to licensed premises under control of The Place but cannot undertake to supervise any individual student. Individuals are subject to random checks in relation to their age when using any licensed premises in the UK. Please refer to the Student Alcohol and Drug Policy

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Relationship with staff

Under the Sexual Offences (Amendment) Act 2000, it is a criminal offence for any person in a position of trust (which includes members of London Contemporary Dance School and Place staff) to engage in sexual activity with any student. Please see the Personal Relationship Policy for more information.

Additional advice for students under 18 and outside the UK

For students who turn 18 after 2nd November 2027 and whose parents live outside the UK, London Contemporary Dance School requires that details are provided of a guardian based in the UK. This is as well as parent or guardian details of who normally looks after the student. London Contemporary Dance School also needs to know who we should contact in the case of emergencies.

The UK based guardian may be a relative or family friend, but their consent is required before providing London Contemporary Dance School with their contact details.

London Contemporary Dance School will only be able to register a student under 18 years once they have provided details of the UK based guardian. If, however, this is not possible there are agencies who will, for a fee, can provide a UK based guardian. The Association of Educational Guardians for International Students (AEGIS) inspects and provides accreditation to guardianship organisations in the UK in line with current UK legislation.

www.aegisuk.net

These arrangements need to be put in place before completing and returning the consent form and the student will not be allowed to register as a student until all the details have been provided.

Changes to trusted emergency contact/parent/guardian details

London Contemporary Dance School must be informed straight away if there are changes to any of the contact details provided.

Expectations of UK-based parent or UK Guardian:

- To be the named contact in case of a medical emergency
- To provide ongoing support to the student
- To contact the student at least once a week
- To contact London Contemporary Dance School if there are concerns about the student being ill and missing lectures/tutorials
- To contact the London Contemporary Dance School with any other concerns about the student

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Please fill in the following form to confirm Trusted Emergency Contact Details and consent to study at London Contemporary Dance School for a student who is under the age of 18 at the start of their course.