



## **GUARDIANS UK – BEHAVIOUR POLICY FOR STUDENTS AND HOST FAMILIES**

### **STUDENTS**

#### **Alcohol**

**From Childline:**

### **ALCOHOL AND THE LAW**

The law can be complicated about alcohol so it's worth knowing what you can and can't do. The general laws are:

**Under 5**

It's illegal for a child under 5 to drink or be given alcohol

**Age 14**

You can go to a pub which has a children's certificate, but you can't buy or drink alcohol

**Age 16**

You can drink wine, beer or cider with a meal at a restaurant

**Age 18**

You can buy alcohol, but remember it's against the law to buy alcohol for anyone under the age of 18. You could also be asked to show your identification, also known as ID to prove you're 18 or over.

Host families are not encouraged to offer alcohol to students even if they are over 18.

#### **Behaviour**

Civilised behaviour and consideration for others are the central principles. Common sense will usually enable every student to bring credit to themselves and to their School.

#### **Bullying**

Bullying, whether verbal or physical, will not be tolerated.

## **Curfew**

If staying with host families it is expected that students adhere to any curfew set by the host family. Equally any curfews set by houseparents during term time must also be obeyed.

## **Cyberbullying**

Cyberbullying can be defined as 'the use of Information and Communications Technology (ICT), particularly mobile phones and the internet, deliberately and over a period of time, to upset someone else'. It can be an extension of face-to-face bullying, with technology providing the bully with another route to harass their target. It will not be tolerated by Guardians UK or any schools attended by our students.

## **Drugs**

Drugs are forbidden. It is illegal to use certain drugs within the UK unless they have been prescribed by a doctor. For the purpose of school rules, authorised staff have the power to search a pupil or their personal space without their consent if there are reasonable grounds to suspect that they are in possession of drugs or substances, including legal highs. If a host family has suspicions that a student has drugs in their possession they will report to Guardians UK who will then take the matter up with the relevant school staff.

## **Homesickness**

It is natural to feel homesick if this is the first time away from home. It is important that this is raised with the host family, tutors and teachers so that people around you are aware you may be feeling a bit sad or low. Things will improve with time – keeping busy and getting involved in activities and making new friends will help enormously.

## **Internet**

Students will be provided with guidelines on the use of the computer network and internet at school. They will normally be given their own account and password, which they must keep secret. By logging on to the school system, students agree to abide by the school rules and guidelines relating to computer use, including the use of personal laptops and mobile devices in school. Host families will provide students with passwords to enable them to use the household wifi. It is not appropriate to download or watch anything on the internet that is not suitable for the student's age – please refer also to the E-Safety policy.

## **Mobile Phones / Ipods**

Mobile phones and other portable devices should be used discreetly. When used sensibly, they are an invaluable research and communication tool. When used selfishly they can be obtrusive and irritating to others. The following should be borne in mind. If these rules are broken then a student should expect their phone to be confiscated while at school. Each school will have its own rules, but the points below are a guideline and should be considered at all times during the school day:

- Unless you have the clear permission of a member of staff, all portable devices should be switched off in lessons, Chapel and assemblies. House Staff will advise on acceptable use within the Houses.

- Devices should not be used at all when moving around the school including in main corridors and buildings. If you need to make or take a call then find a discreet area such as a House room or empty classroom.

When staying with a host family it is essential that students are courteous and considerate with regard to use of their mobile phones and other devices.

- Do not use phones at meal times or when spending time with the host family unless you ask if you can make a call or accept a call.
- Due to time differences with the UK and home students may wish to make or receive calls during times of the day when the host family are in bed. Students should ensure they are as quiet as possible and do not disturb the family or other students staying in the house.

### **Money and Valuables**

Students should have in School no more money than they require for that day's expenses. Valuable documents or large sums of money should be lodged with House Staff. Credit cards should be guarded and the PIN numbers should *never* be given to anyone else.

When going to host families for half terms or longer holidays it may be necessary to take larger sums of cash. Students should ensure their money is safe, as well as any bank or credit cards.

### **Parties**

Students who want to attend parties they have been invited to – either during term time or whilst staying with host families – will be required to provide Guardians UK with the contact details of the parents of their friend so that contact can be made. Students are not allowed to attend parties where there will be no adults present. Only students over 18 are allowed to consume alcohol in small amounts under adult supervision.

### **Sexual Relationships**

Schools encourage positive and friendly relationships between pupils, but have a responsibility to draw the line at sexual relationships between the pupils in their care. The law does not permit sexual intercourse in which one or both partners is under the age of 16. Any sexual activity between students, of whatever age, either on school premises or at times when the school has the prime responsibility for the students concerned, will be treated as a serious offence. It is likely that the parents of those involved will be invited to find an alternative school for their son/daughter.

These rules also apply to students staying with host families. It is strictly forbidden for students to have students of the opposite sex in their bedroom. Time spent with students of the opposite sex should only be done so in family areas – kitchen, lounge etc.

### **Smoking**

**From Childline:**

**“SMOKING AND THE LAW**

You must be over 18 to buy cigarettes in the UK. If you're under 16 the police have the right to confiscate your cigarettes.

It's illegal:

- for shops to sell you cigarettes if you are underage
- for an adult to buy you cigarettes if you are under 18
- to have, give or sell cannabis to anyone. If you are caught with cannabis you could get a warning, a formal caution, or be arrested. You could even be sent to prison
- to smoke in a car with a child.”

Schools seek to educate pupils to live a healthy life through PSHE programmes. Part of this programme emphasises the dangers and consequences of smoking. Schools have a general no-smoking policy. Students may not smoke or have smoking materials in their possession. This applies on or off school premises and to time spent with host families. It is illegal to smoke if under the age of 16 and to buy cigarettes for anyone who is underage.

Students who are caught smoking on a number of occasions within school will run the risk of suspension.

Host families will contact Guardians UK if students are smoking and students are not allowed to smoke in the host family accommodation. School rules are upheld in this situation.

### **Tattoos and body piercings**

If students already have a tattoo or body piercing when they arrive at school there is no action taken, except school may ask that tattoos are covered and piercings removed or covered during sport. No student should have a tattoo or body piercing done once they have arrived in the UK. The law is as follows:

Tattoos – it is prohibited for anyone under the age of 18 to have a tattoo done.

Body piercing:

In **England**, there is no legal **age** of consent to **have** a body **piercing** procedure performed. Persons looking to **have** intimate **piercings** such as genital and nipple (for females) **piercings** must be over 16. This is due to the fact that those under this **age** are unable to legally consent to **have piercings** in these areas.

## **HOST FAMILIES – TO BE READ IN CONJUNCTION WITH OUR HOST FAMILY GUIDELINES – I.E. WHAT WE EXPECT OF A HOST FAMILY**

### **Students: Health/Weight/Diet/Exercise**

If you are concerned about any of the above please contact Guardians UK and we will discuss with the school medical centre and the student. Host families should not approach students about any of these issues if they have concerns.

### **Privacy**

A student should not be disturbed while they are in a bathroom or bedroom, if you need to speak to the student urgently please knock at the door and ask them to come downstairs to speak to you in a few minutes when they are free. Areas that are out of bounds in the host family home at all times are: host families own bedrooms, studies and bathrooms. Host families should make this clear to students on arrival at the house.

### **Dress**

While a student is staying in your family please dress appropriately at all times, all family members should wear a dressing gown if they are wearing nightclothes or swimming things.

### **Language**

When students are about please include them in your conversations and please be sensitive to culturally sensitive subjects, please avoid offending a student with references to history, or opinions on world events if your student is from a part of the world that is involved in political actions being discussed in the media.

Host families should not swear in the company of students.

Part of providing a safe, nurturing, caring home and environment involves listening to your student and if you think they are worried or concerned about anything concerning school, academic success, family or friends let Guardians UK know and we will speak to the student and help them.

### **Showing affection or touching students**

Please do not touch your student or welcome them with enthusiastic kisses and hugs causing embarrassment. Avoid applying lotions and creams to a student - if needed hand the student the bottle or tube and explain what they need to do.

### **Games and entertainment**

Do not play inappropriate games including gambling with money or truth or dare teenage games.

Host families should not watch inappropriate programmes on the TV or DVDs in the company of students who are staying with them i.e programmes that are not suitable for the age group of the students.

## **Routines**

If you have a younger student please make clear morning, homework and bedtime routines and explain clearly and kindly any house rules.

## **Travel**

All students should be told to take sensible precautions when they are alone or travelling to their host family: include stranger danger, travelling home in the dark alone, use of buses, tubes and trains.

## **Visitors and Friends**

Students should always ask before a friend is invited into their host family, students should not have friends of the opposite sex in their bedroom. If host families have any concerns or feel it is difficult to deal with a situation like this they should contact Guardians UK who are happy to visit the student and explain the reasons behind any such rules.

## **Smoking and drinking alcohol**

No student should be allowed to smoke. Alcohol is not permitted for students under 18 years old.

## **Birthdays and Celebrations**

If a student asks to go out to a birthday party or celebration please contact Guardians UK in the first instance so that appropriate permission can be obtained from parents if this hasn't already been received.

## **Transport**

When driving students in your own vehicle always ensure you adhere to road safety fully – i.e. ensure students wear seat belts at all times and that you also do this. Please do not use your mobile phone while driving and always drive carefully and safely, exhibiting no signs of anger against other drivers at any time.

## **DRIVERS & GUARDIANS UK EMPLOYEES**

All of the above points, if relevant, apply to any person who drives students under the guardianship of Guardians UK and any employees who may have contact with students.

The main points to be considered are safety issues when driving and having contact with students – i.e showing no affection and not touching students inappropriately.

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