

Information for students aged under 18

This information must be read by all students who are under 18 at the time of applying for an Oxford Brookes International course.

Oxford Brookes International is happy to admit 17-year-old students who are going to turn 18 during the academic year if they are prepared for the demands of university level study in a large institution. We welcome students who are emotionally mature and able to live independently.

Oxford Brookes International provides the following support to 17-year-old students:

Arrival and induction

When you arrive at the University you are required to attend a compulsory induction session on the first day. The Oxford Brookes International Student Support Coordinators provide a workshop during this induction session, which addresses the following areas:

- Requirements to attend class regularly
- Healthy eating
- Guidance on safety and security
- Health care
- Alcohol, tobacco and gambling laws and regulations
- Advice on sensible behaviour and when to return to your accommodation at a sensible time
- Emergency contact details
- Dos and Don'ts of living in the UK

Accommodation

All under-18s who do not have family in Oxford are required to live in University-managed accommodation which is supervised by appropriately trained staff. The University accommodation policy prioritises allocation of rooms to under-18s.

Please note that the ratio of responsible adults to under-18s will be no less than 1:10

Attendance monitoring

Class registers are taken and monitored daily. In addition, teaching staff are informed if there are any under-18s in their class and are required to report any absences daily to the Student Support Coordinator.

When absences are noted, the Student Support Coordinator will contact the under 18-year-old student on that day to find out why they have not attended class.

Disclosure and Barring Service

All International Centre Staff whose normal duties involve working closely with under-18-year olds have undertaken an enhanced disclosure check from the Disclosure and Barring Service. These checks take place on a regular basis to keep it current.

Keeping in touch

After enrolment academic advisors, teaching staff and student support coordinators are all notified of the names and contact details of the under-18 students on our courses.

Academic advisors and student support staff make regular appointments with the students to ensure that they are safe and that any problems and concerns can be addressed, if necessary by an appropriate Designated Safeguarding Officer.

Emergency contacts

You can contact the Warden in your Hall of Residence out of hours. During working hours please contact Oxford Brookes International.

Safeguarding Policy

The University's Safeguarding Policy is available at www.brookes.ac.uk/services/hr/handbook/misc/safeguard_children/

Social events

During your stay at Oxford Brookes International you will be invited to participate in social activities. All of our events are suitable for under-18-year olds and appropriate ratios of responsible adults to under-18-year olds are maintained.

In addition, we will make sure that the organisers of these events are notified when under-18-year-olds are invited so that they can make sure that the activities are appropriate for that age group.

A risk assessment is conducted for all excursions, taking account of health and safety issues.

The risk assessment is authorised by a suitably trained manager for all activities.

Allegations of abuse

Any allegations of child abuse are directed immediately to the Designated Officer who will deal with the allegation confidentially.

Further Information

Please contact Oxford Brookes International (pathways@brookes.ac.uk) if you have any further queries about the support provided to under-18s.