



**Academic
Guardians UK**

Student Behaviour Policy

This policy outlines the Academic Guardians UK (AGUK) guidelines for appropriate behavior and expectations for children and students under AGUK guardianship.

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Policy

Child / Student Behaviour Policy

Summary

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Policy Owner

Andrew Kettle (DSL)

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Next Review Date

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1 Policy Introduction

The aim of this policy is to provide clarification around the conduct of behaviour that is expected of students under guardianship with Academic Guardians UK. This should be understood by parents and students prior to arriving in the UK, and used as a guide to appropriate conduct throughout a student's stay in the UK. This policy should also be read understood by Homestay Hosts prior to hosting any AGUK student, to provide clarity upon what behaviour is permitted, and deemed tolerable. Thus, this framework aims to create a universal consensus between all parties involved with AGUK surrounding the expectations of children during their time under guardianship.

2 Behaviour and conduct when staying with a homestay host family

Homestay Host families are allowing AGUK students to stay in their home, so students should act respectfully by conforming towards the rules of that specific household. Upon student arrival, hosts should clearly outline what they deem as appropriate and inappropriate behaviour relevant to their household.

Students should comply to the general homestay conduct below:

1. Respect the Homestay Hosts home, family and property. This includes leaving the house clean and tidy during the stay, especially the bathroom and bedroom.
2. Respect the religion and culture of the homestay host family.
3. Exchange contact mobile phone numbers with the homestay host family.
4. When leaving the house, inform the host family where you are going what time they can expect you back (refer to section 3.0 for curfew guidelines) and if you will require a meal on your return.
5. Be polite and courteous at all times and interact with the family when and where possible.
6. Ensure friends aren't invited to the Homestay Hosts home without their prior agreement.
7. Ensure you don't use any home appliances without permission (for instance washing machine, cooker, tumble dryer, house land-line telephone)
8. No smoking, drugs or alcohol are permitted whilst staying or travelling to/from the homestay host family home. This also extends to not breaking UK law in relation to the aforementioned.
9. Use of internet and Wi-Fi in the homestay is permissible, however students are not permitted to view material or films which aren't age appropriate (please read the AGUK e-safety policy). Permission must be asked before using a host family's computer, and downloading is not permitted on a homestay host family's device.



3 Curfew arrangements

- 3.1** The following age-appropriate curfew must be adhered to, unless a specific agreement has been made with the AGUK, parents and the homestay host family
- If students are 13 or below they are not allowed out in the daytime or evening ever on their own and must be accompanied by an adult at all times.
 - If the students are 14 or 15, they are allowed out in the day time to the host family's local town or village, i.e. to a local shopping centre with a friend where possible. They must have a mobile telephone with them, fully charged and switched on at all times. They are, under no circumstances allowed to go to London or any other place other than the local town on their own or with a friend. Students must be accompanied by an adult at all times.
 - If the students are 16 plus, they are allowed out in the day time locally. They must have a mobile phone with them and be back before dark at an appointed time. Students must keep their telephone fully charged and switched on. If a student does not answer their telephone for a period of more than 3 hours this is breaking the agreed AGUK rules.
 - If the student is 16 years old, they are allowed to go further afield i.e. to London if they are with a friend, but they must be back before dark and must remain in telephone contact with the homestay host family.
 - If the students is 17 plus, they are allowed to go to London or other places all day and into the evening but must be back by 11pm at night. They must travel with a friend if they are out after dark and not on their own.
- 3.2** No Academic Guardians UK student is allowed to stay out overnight without their parents' permission and with sufficient notice. Staying out overnight cannot be decided on the day of request/ travel.
- 3.3** If a student does not return to their homestay host family, they stay out overnight, without permission and we do not know where they are, they will be classed as a missing person and the UK police will be notified along with their school. They will automatically be excluded from AGUK activities if we find they have deliberately absconded.

4 Guidelines concerning any sanctions and how these are recorded

- 4.1** Sanctions are applied where considered necessary. Sanctions work on a sliding scale depending on the severity or frequency of the offence. A verbal warning should be enough in the first instance but a student may need to be issued a further sanction depending on the seriousness of the incident, and they are recorded electronically.
- 4.2** We will always communicate with parents regarding any sanctions that AGUK deem necessary to apply.



5 General Guidelines

5.1 Use of the kitchen area

- Homestay Host families should understand that English food might be difficult for international students to adjust to. However, students are expected to try the food offered by Homestay Hosts. If the student does not like certain meals, they should inform the host of these preferences to ensure a comfortable stay.
- Students must ask the host before helping themselves to food in the kitchen, unless the host has specified otherwise. If students use any kitchen equipment or surfaces, they should leave the kitchen area in a tidy manner.
- Allowance to use kitchen appliances is homestay host dependent. Homestay hosts should establish their own rules around the kitchen and relay this information on to the students.

5.2 Use of the bathroom

- Homestay Hosts should indicate the best time for students to shower, and students should conform to these requests as best they can.
- Students should shower regularly: every day or every other day. Hot water may be limited, so students should try not to use hot water in excess.
- Students should ensure that shower curtains are placed on the inside of the shower cubicle/bath to prevent bathroom flooding. They should show respect for the host family by leaving the shower and bathroom in a clean and tidy manner after every use.
- Homestay Hosts hosting female

students must provide a bin for sanitary disposal, or indicate an alternative method for sanitary disposal.

5.3 Use of the Wi-Fi / access to the home computer

- Permission must be asked before using a host family's computer, and downloading is not permitted on a host's device.
- Students are permitted to use the house Wi-Fi. They must not access sites or view content with age restrictions (please read the AGUK e safety policy). AGUK students are not permitted under any circumstances to access offensive, obscene, or UK illegal sites.
- Homestay Hosts are permitted to check what sites are being frequently used by the student under their care. In the interest of monitoring and safeguarding, hosts can request with whom the student is communicating when using skype, webcam, or mobile devices.
- Students should continue to abide by their school internet and acceptable use policy during homestays.

5.4 Rules regarding the consumption of alcohol

- It is illegal in the UK to purchase alcohol under the age of 18. Schools and AGUK do not permit the consumption or purchase of alcohol.

5.5 Rules regarding smoking

- It is illegal in the UK to smoke under the age of 16. Academic Guardians UK operates a no smoking policy, even for students over the age of 16 in schools and homestays.



5.7 Rules regarding sexual activity

- Academic Guardians UK expect all students to adhere to UK Law whilst residing in the UK. Under the terms of the guardianship provision in place the company does not permit students of any age to engage in sexual activity at anytime.

5.8 Rules regarding tattoos and piercings and the use of hair dye

- Body piercing, hair dying and tattoos are all forbidden under AGUK policy. These are banned by schools, and homestay host families must not allow students to do any of these under their care.

5.9 Arrangements when students wish to stay away from the homestay

5.9.1 During all homestays, students are not permitted to stay overnight anywhere other than at the host family. If students wish to stay overnight in another location, written permission must be received from their parents, following the guidelines below:

5.9.2 Aged 16 or under

- Written permission obtained from parent (email/fax)
- Full address, name and contact details given of where they are staying
- Contact with the adult and arrangement confirmed verbally or in writing

5.9.3 Aged 17:

- Written permission obtained from parent (email/fax)
- Full address, name and contact details given of where they are staying

5.9.3 Aged 18+:

- Written permission obtained from parent (email/fax)

6 Bullying & Cyberbullying

Bullying is a range of unacceptable behaviours that hurt, intimidate, frighten, harm, humiliate, undermine or exclude an individual or group. Academic Guardians UK do not condone any form of bullying.

7 Summary

Your responsibilities as a student

As an international student studying and living in the UK, you will have a number of responsibilities and expectations which you must meet. It is important that you familiarise yourself with your institutions expectations and those of Academic Guardians UK (AGUK). These will include, but are not limited to—

- refraining from behaving in any way that will break AGUK & school rules, policies and guidelines
- refraining from conducting yourself in any way that will contravene Academic Guardians UK Student Code of Conduct
- respecting your homestay host family and their house
- being polite and courteous at all times (please and thank you are a must).
- asking before you use equipment or other people's belongings and offer to help with household chores such as washing up
- not taking drugs or indulge in body piercings of any sort. Refrain from alcohol consumption or purchase
- Maintaining a sensible approach to keep you and others around you safe