

Information for potential students under 18 years of age (at the date of enrolment) and their parents/legal guardians

Bournemouth University has a duty of care towards all its students. In the case of students joining the university before their 18th birthday, such as yourself, we have greater responsibilities. This leaflet explains the steps we will take to protect your welfare and safety, and highlights responsibilities we expect you to comply with.

In England, people have legal capacity when they reach the age of 18. Before that, there are restrictions on what you can do. For example, until you reach the age of 18, you will not be able to:

- enter into most contracts;
- hold office in student clubs or societies;
- enter into some financial arrangements or;
- purchase alcohol or drink it in a public place

Please share this information with your parent/legal guardian and each read the relevant section. The declaration forms included with this leaflet must be signed by both you and your parent/legal guardian, and returned as soon as possible. Students who are under the age of 18 at the start of their course will not be able to enrol if these forms have not been received.

Information for Students/Applicants under 18 years of age

All students need to be aware that the university is an adult environment and that they are expected to behave appropriately. Students entering the university should be prepared to live independently and alongside others, and take responsibility for looking after themselves.

How Bournemouth University will support you

- We will give priority to your application for BU-managed accommodation, provided that you apply by the deadline set out in the BU Residential Services policy, which you can find online at: http://www.bournemouth.ac.uk/accommodation/under_18s_policy.pdf
- You'll be assigned a personal tutor who will make contact once you're enrolled at BU to meet with you and ensure you have all the academic and pastoral support that you need until you reach the age of 18.
- There are some activities or other matters for which we'll need consent from someone who's over 18. We can't provide that consent on your behalf, so we'll ask your parents/legal guardians to provide it, for example if you need permission to participate in student activities or be given emergency medical treatment.
- Further information on the student support services available can be found on our website or by contacting askBU: www.bournemouth.ac.uk/askBU

Your Responsibilities

- You must ensure that you provide the university with up to date contact details for your parents/legal guardians so that we can contact them in an emergency
- If you're not a resident of the UK, you must have a guardian in the UK who has the authority to make decisions and give consent on your behalf
- The university cannot act 'in loco parentis' for you. This means that we will ask the consent of your parents/legal guardians for you to participate in student activities and be given emergency medical treatment. We will also ask them to accept liability for any debts incurred by you to the university and may ask them to provide a formal guarantee
- If your parents/legal guardians do not give consent for you to participate in activities that any student is normally expected to undertake, and it is believed that this would have a detrimental effect on your experience at Bournemouth University, the decision may be taken to amend the offer to defer entry until after you are 18.
- We do not permit those under 18 to purchase or consume alcohol on our premises.
- When you accepted your place at BU you agreed to abide by the rules and regulations of the university, details of which can be found on website, in the Rules and Regulations section of the Student Portal: <http://studentportal.bournemouth.ac.uk/help/rules-regulations/>

Information for the Parents/Legal Guardians of Students/Applicants Under 18 Years of Age

Please read this information carefully to ensure that you fully understand the support that is available to your son/daughter/ward and their responsibilities and restrictions that apply to them until they reach the age of 18.

What to do next

Now that your son/daughter/ward has selected Bournemouth University as their Firm or Insurance choice on UCAS, please sign and return the enclosed declaration form to confirm that you have read and understood the information. Please note that Bournemouth University cannot enrol your son/daughter/ward unless we have received your signed declaration.

Consent & Accountability

Bournemouth University is unable to act 'in loco parentis' for students who are under 18. You remain responsible for your son/daughter/ward while they are at university until they are 18. We may need to ask your permission for your son/daughter/ward to participate in some student activities or be given emergency medical treatment. You must also accept liability for any debts incurred by the student to the university until they reach the age of 18. Please ensure that you advise us of any changes to your contact details.

If you're not resident in the UK, you must ensure that a guardian is appointed in the UK who has authority to take decisions and give consent on the student's behalf. You must provide us with contact details for this person.

By signing the attached declaration form, you agree that you will be liable to Bournemouth University for any obligations that your son/daughter/ward enters into with Bournemouth University, including debts relating to fees, accommodation or other charges (e.g. library fines).

If, having considered this information, you do not wish your son/daughter/ward to participate in certain activities, please inform the university before they accept their place via UCAS. If we believe that this would have a detrimental effect on the student's experience at Bournemouth University, we may amend the offer to defer entry until the student is over 18.

How BU supports students who are under 18

- We aim to ensure that these students are offered BU-managed accommodation. Please read the BU Residential Services policy: http://www.bournemouth.ac.uk/accommodation/under_18s_policy.pdf
- A personal tutor will be assigned to them who will make contact at the start of term to meet with them to ensure that they have all the academic and pastoral support they need until they reach the age of 18.

Responsibilities of Students who are under 18

- They must ensure we always have up to date contact details for you so that you can be contacted in the case of an emergency.
- All students need to be aware that the university is an adult environment and that they are expected to behave appropriately. Students studying at BU should be prepared to live independently and alongside others, and take responsibility for looking after themselves. Please ensure that you have discussed these responsibilities with your son/daughter/ward and that they understand what is expected.
- Students must comply with the University Rules, the policies and other regulations that are in force from time to time. The student disciplinary policy can be found on the website, in the Rules and Regulations section of the Student Portal: <http://studentportal.bournemouth.ac.uk/help/rules-regulations/>

For all your next steps visit www.bournemouth.ac.uk/applicants

Bournemouth University Under 18s Policy – Student Declaration

Full Name: _____

Course: _____

UCAS ID: _____

I have read and understand the information in the U18 Information Sheet for students under the age of 18.

Signed: _____ Date: ____/____/____

This declaration must be returned to the Programme Administrator named in your offer letter as soon as you have selected Bournemouth University as your Firm or Insurance choice. You will not be able to enrol on your course until we have received this.

Bournemouth University Under 18s Policy – Parent / Legal Guardian Declaration

Full Name of Student: _____

Course: _____

UCAS ID: _____

Full Name of Parent/ Legal Guardian: _____

I have read and understand the information in the U18 Information Sheet for students under the age of 18, and accept responsibility for the student and their obligations to Bournemouth University.

Signed: _____ Date: ____/____/____

This declaration must be returned to the Programmes Administrator named in the offer letter sent to your son/ daughter/ward as soon as they have selected Bournemouth University as their Firm or Insurance choice. Your son/daughter/ward will not be able to enrol on your course until we have received this.