

Excel English Parental Consent Form

For students under 18 years on adult courses



Please discuss this form with your son/daughter before completing it, and then return the completed form to Excel English or to your Educational Consultant. Please contact Excel English if you have any questions or concerns about your child's booking.

About the Student

Family name	Click here to enter text.	First name(s)	Click here to enter text.
Date of birth	Click here to enter text.	Gender	Click here to enter text.
Nationality	Click here to enter text.		
Passport no.	Click here to enter text.	Expiry date	Click here to enter text.
Student email	Click here to enter text.		
Student contact telephone number (while in the UK)	Click here to enter text.		
Course start date	Click here to enter text.	Course finish date	Click here to enter text.

Emergency Contact 1 (this person should be available 24 hours a day)

Name	Click here to enter text.
Relation to the child	Click here to enter text.
Contact number	Click here to enter text.
Email address	Click here to enter text.

Emergency Contact 2 (this person should be available 24 hours a day)

Name	Click here to enter text.
Relation to the child	Click here to enter text.
Contact number	Click here to enter text.
Email address	Click here to enter text.

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Medical Information (attach full information on a separate sheet if required)

Does your child have any special dietary requirements? Yes No

If yes, please give further details
Click here to enter text.

Will your child bring any medicines with them? Yes No

If yes, please give further details
Click here to enter text.

Does your child have any relevant medical history Excel English should know about? Yes No

If yes, please give further details
Click here to enter text.

Do you consent to your child being given non-prescription medication, where appropriate? Yes No

Travelling to the UK

Excel English strongly recommends that all students under 18 use the Excel English airport transfer service on arrival and departure. This incurs an additional charge. (see notes)

Parents who do not use this service accept full responsibility for the welfare of their child until the arrive at Excel English.

Student travel details (if available)

ARRIVES Date	Click here to enter text.	AIRLINE & FLIGHT NO.	Click here to enter text.	AIRPORT & TERMINAL	Click here to enter text.	TIME	Click here to enter text.
DEPARTS Date	Click here to enter text.	AIRLINE & FLIGHT NO.	Click here to enter text.	AIRPORT & TERMINAL	Click here to enter text.	TIME	Click here to enter text.

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Have you booked an airport transfer service for your son/daughter? Yes No

If no, please confirm how your child will travel to their accommodation:

Click here to enter text.

Safeguarding

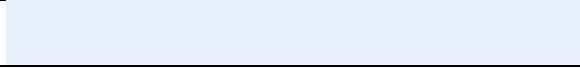
For the purposes of UK Child Protection legislation, all students under the age of 18 years are considered a minor (child). As a result, Excel English has a duty of care to safeguard and promote the welfare of children in our school.

Please confirm that you and your son/daughter have read & understood:

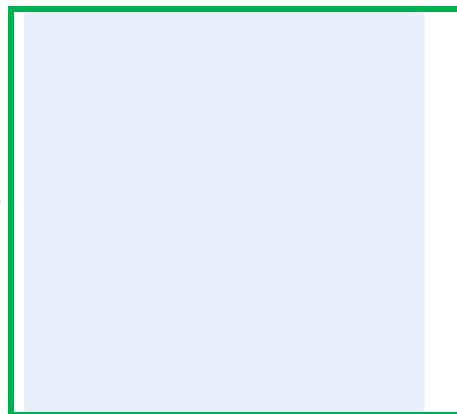
- The Excel English Code of Conduct for students under 18 Yes No
- The Excel English Child Protection Policy Statement Yes No

Please confirm your agreement with the following statements:

- I understand that my child will be studying on a course for adults and may study in classes with adults over 18 years of age. Yes
- I understand that my child will travel unsupervised between the school and the host family. Yes
- I understand that Excel English will not supervise my child outside their classes, unless on organised social activities. Yes
- I agree that my child must follow the Excel English Code of Conduct and that Excel English will follow its standard disciplinary procedure if my child fails to do so Yes

Full name of Parent / Guardian	Click here to enter text.
Signature: <small>(please insert a scanned copy in the box)</small>	
Date:	Click here to enter text.

Please also insert a scanned copy of the parent's / guardian's passport or national identity card in the box.



Third Party Tour Operators



All third party tour require a written & signed parental consent form for any student to take part in their weekend day trips. If you are happy for your child to take a weekend day trip during their stay, please complete, sign & date the letter below.

Weekend Day Trip for under 18s Parental Consent Letter

To whom it may concern,

I hereby authorise my **son/daughter**, [Click here to input your child's name](#) to take part in an organised coach day trip to with a third party tour operator.

I am aware that **he/she** will be responsible for **him/herself** on the tour and that **he/she** will not be supervised. The tour guide is a responsible adult but will only be there to run the said tour. I am therefore, aware that my **son/daughter** will not be accompanied by a tour guide for the entire day, and that **he/she** is responsible for arriving to the relevant meeting point(s) on time. If my **son/daughter** misses the coach, **he/she** will have to make **his/her** own way back home.

Please write your name in block capital letters, sign and date this letter to indicate that you have read and understood.

Full name of parent (s) [Click here to enter text.](#)

Signature

Date

[Click here to enter text.](#)

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Notes for parents



Please complete this Parental Consent Form to confirm that you have read & understood this information and that your child agrees to follow our Code of Conduct for students under 18 years.

Background

For the purposes of UK Child Protection legislation, all students under the age of 18 years are considered a minor (child). As a result, Excel English has a duty of care to safeguard and promote the welfare of children in our school.

Excel English offers courses for adults. While we welcome students aged 16 and 17 years onto these courses, it should be understood that these students will study in class with adults aged over 18 years.

Supervision

- We do not offer 24 hour supervision on adult courses.
- Your child will travel unsupervised between the school and their homestay accommodation.
- Your child will not be supervised outside class unless taking part in social activities organised by Excel English
- Excel English social activities are not compulsory, and your child will not be allowed to take part in activities which are unsuitable for students aged under 18 years.

Travelling to the UK

We strongly recommend that you book our Airport Meeting and Transfer service for your child on arrival and departure. If you choose not to book this service, please inform us of alternative arrangements on the Parental Consent Form.

All students under 18 years should bring a completed 'Parental Consent to Travel' form with them on arrival in the UK to avoid delays at immigration.

Rules

Your child must:

- Return to their homestay accommodation before 10pm every evening.
- Attend classes every day. In case of illness, they should call the school on (020) 8365 2485 to explain their absence, or ask their homestay host to contact us on their behalf.
- Agree to, and follow, the Excel English Code of Conduct for students under 18 years, which sets out the rules which are designed to ensure their welfare and the school's disciplinary procedure in case of non-compliance.

Money

Lunch is not included in your child's programme. Please ensure that they have sufficient funds to buy lunch from one of the local cafes or supermarkets each day. A minimum of £5 is recommended.

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Notes for parents



Travel costs in London are not included in your child's programme. Please ensure they have sufficient funds to purchase an Oyster London travelcard. £8 per day is the recommended value.

Emergency Contact Details

If you need to contact our school in emergencies, please use the main school telephone number +44 20 8365 2485 – this number is answered by a member of staff 24 hours per day.

On arrival at Excel English, your child will receive an ID card containing emergency contact telephone numbers

Child Protection Contacts

- Designated Safeguarding Officer
- Deputy Safeguarding Officer

Kerry Dorling
Nadia Zammal