



Underage Student Authorisation and Approval Checklist

Name of Student (Junior Member):

Date of Birth:

Programme of Study:

Christ Church takes Safeguarding seriously and this document is for those who enrol on a course of study who are under 18 at the time of matriculation, but who are over the age of 16 years. This document is to be read and signed by the Junior Member, their parent(s)/guardian, and appropriate representatives from Christ Church.

1.) Level of care and support

Christ Church is not in a position to offer substantial extra care, support or surveillance to students under the age of majority. The College will not act *in loco parentis* (i.e. will not take to fulfil the duties normally undertaken by a parent). In agreeing for a child to study here a parent accepts that they are willing for their child to receive the same degree of care and attention that the College gives its adult students. It is important that the parents make sure they understand the very adult environment that exists at a British College and that they understand the course that their child will be pursuing and what is involved in this. If a parent wishes their child to receive additional care, support or oversight, they must personally make arrangements and take responsibility for its provision.

2.) Emergency Contacts

The parent must ensure that the College is supplied with emergency contact details and that these details are kept updated. If the parents are not present in the UK, they should nominate a guardian in this country who will act for them if necessary. The parent must agree for the College to be able to arrange in an emergency medical and other care for their child, until contact is made and the parents' wishes ascertained.

3.) Exclusions

The underage Junior Member will not be permitted to hold an office of the College where to do so would require them to carry out activities that are unlawful as a minor. However, reasonable adjustments will be made to an office, where possible. It is the responsibility of the Junior Member to identify themselves as a minor when appropriate and to obey all instructions issued to them concerning such premises and such offices. The Junior Member must not buy alcoholic drinks on College premises or allow others to buy alcoholic drinks for them. Failure to abide by these rules might be treated as a breach of regulations and dealt with accordingly.

4.) Contracts

The parent/guardian must guarantee fulfilment of any contract the Junior Member enters into with the College and must undertake payment of all sums due under any

such contract. Negotiation concerning contracts shall normally be undertaken with the student, and when they have agreed, the contract will be deemed to have been underwritten and guaranteed by the parent/guardian. Generally, the College shall deem the Junior Member as competent to understand all aspects of the normal College process, to obey the College regulations, to be disciplined under College procedures (outlined in the Blue Book) and shall not as a matter of routine make contact with the parent/guardian concerning any matter.

5.) Sports Clubs and Societies

The College and University offer a huge number of societies including sporting clubs. We ask that the Junior Member inform the club of their age if this is relevant, such as for contact sports such as Rugby. We assume parental permission for clubs and societies unless you inform us otherwise.

We have identified the following central support people who are aware of the Junior Member's status as a minor. They will treat anything told to them with discretion and sensitivity. Please do not hesitate to contact them over anything that is troubling you.

For any Welfare Issues:

Christ Church Welfare Coordinator – Revd Clare Hayns

clare.hayns@chch.ox.ac.uk

01865 276236

For any Safeguarding queries or concerns:

The Academic Registrar, Helen Ety

academic.registrar@chch.ox.ac.uk

01865 276157

Other issues or queries:

The Junior Censor, Professor Kevin McGerty

Junior.censor@chch.ox.ac.uk

Please complete the authorisation form enclosed and return to:

The Academic Office, by email to academic.office@chch.ox.ac.uk or by post to The Academic Office, Christ Church, St Aldates, Oxford, OX1 1DP

Under 18 - Student Authorisation Form

Junior Member's Name:

Date of Birth:

Programme of Study:

Year of Entry:

Parent/Guardian contact details (please give address, email and phone number and as much extra information as is possible for emergency contacts):

To be completed if by parents/guardians living outside the UK only.

If you live outside the UK and will be less than 18 years of age upon commencement of the course, the University requires that you provide the contact details of a guardian based in the UK. Please provide these details below:

Address at which Junior Member will be residing if not in College accommodation:

I have read the above details. I understand them and I consent to them.

SIGNED

Parent/guardian:

Date:

PLEASE PRINT NAME:

Junior Member:

Date:

PLEASE PRINT NAME: