



Version: 1.1
Effective From: 01 October 2023
Policy Owner: Admissions and Enrolment Manager

ADMISSION AND SUPPORT FOR STUDENTS ENTERING AECC UNIVERSITY COLLEGE UNDER THE AGE OF 18: POLICY.

1. Scope and Purpose

- 1.1 This Policy uses the term 'student' or 'students' throughout. This refers to all learners at the university, including undergraduate and postgraduate students and apprentices. Where separate arrangements or rules apply, the target group or groups are named in the paragraph.
- 1.2 This policy and procedure is for AECC University College staff and students.
- 1.3 This policy and procedure must be followed when students under the age of 18 apply for and enrol on AECC University College courses of study, as under English Law any student under 18 is regarded as a minor.

2. Key Responsibilities

- 2.1 Overall responsibility for overseeing the care and support procedures for enrolled students under 18 lies with the Student Wellbeing Services Manager.
- 2.2 The University College Safeguarding Policy sets out the overall framework through which the University College will safeguard students under 18 and the roles and responsibilities of staff generally in that regard. This policy is designed to provide more detail on roles and responsibilities in the context of admission and course support.
- 2.3 The Admissions and Enrolment Manager will be responsible for providing information to applicants and their parents/guardians regarding this policy and the arrangements that the University College will put in place for students under 18.
- 2.4 The Student Wellbeing Services Manager will be responsible for ensuring that the actions included in this policy are followed for under 18 students enrolled on AECC University College courses and will be responsible for communicating with staff registry and student union whose duties are classified as regulated activity with children as per the main safeguarding policy. Registry will inform course leaders of any student under 18.

Policy

3. **General Policy will be followed to ensure that the University College meets its legal obligations and safeguard the welfare of its students under the age of 18.**

3.3 The University will ensure that all students under the age of 18 are supported and protected in accordance with the University's Safeguarding Policy and the Children's Act 1989. The University will ensure that all students under the age of 18 are supported and protected in accordance with the University's Safeguarding Policy and the Children's Act 1989.

4. General

- 4.1 A person under the age of 18 does not have full legal capacity to enter into many types of contract, to give valid consent for many activities or decisions, or to hold office in student clubs or societies. This

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8. When the student becomes 18.

8.1 On the student's 18th birthday, the additional arrangements set out this policy will cease to apply.

8.2 No specific notification of this will be sent to the student or their parent/guardian.

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Approved by:	Academic Board
Originator/Author	Admissions and Enrolment Manager
Policy Owner	Admissions and Enrolment Manager
Reference/ source	Examples from other institutions used as source material (in particular Bournemouth University, Brunel University, University of Leicester) NHS
Date approved	29 August 2023
Effective from	01 October 2023 for courses starting January 2024 and September 2024
Review date	Spring 2026
Target	Applicants applying to AECC and all staff and students' courses leading to AECC awards
Policy location	SIP/VLE, Public website
Equality analysis	<p>4 No major impact. There is provision in the policy for reasonable adjustments to be made to arrangements where required.</p> <p>4 Monitoring will be undertaken to assess whether there is any differential impact in the handling of cases</p>