**Safeguarding Policy**

Simplified Version for Under 18s

The safeguarding and welfare of all children, adults at risk and young people is of prime importance to Torquay International School.

Students can study at the school from the age of 11 years upwards and will be offered full board accommodation with a homestay provider.

All staff at the school and adults in the homestays are DBS police checked with an Enhanced Disclosure. All homestays are inspected by the school at least every two years.

On the first day you will have a Welcome Meeting with your teacher to hear all about the school, the local area and your course. In addition to Safeguarding the Welcome Meeting will also cover the Fire Drill, Health and Safety in the school and Road Safety.

You will be given a pack with details of your programme, a wristband to wear with details of the school emergency contact number, and an orange lanyard (if you are under 16). The school emergency number must be put into your mobile phone during the Welcome Meeting. You should carry details of the school address and homestay with you at all times.

If you are 16 or 17 years old on an adult course, you will be given a green lanyard for identification, along with the wristband and you will be offered a separate space away from other adults for your break and at lunch times.

The Safeguarding Team at the school is available to help you with any problems. If you need help or advice you are free to speak to any staff member as everyone is trained to be able to help you. Photos of the Safeguarding Lead and Team are on display around the school and you will be introduced to members as part of your Welcome Meeting.

If you are ill or unable to attend class, please ask your homestay or group leader to inform the school of your absence.

If you are allowed out in the evenings the curfew times are:

14 – 15 years of age 21.30

16 – 17 years of age 22.00

Students under the age of 14 are not allowed out in the evenings.

You will find more information in the Young Learners and Adult Student Handbooks and the full Safeguarding Policy which is on the School website.

**Safeguarding Team**

Designated Safeguarding Lead (DSL) Laurie Chapman

Deputy Designated Safeguarding Lead Sandra McCord

**Other team members**

*(Specialist Level)*

Susan Brearey (Quality Assurance Manager)

Kevin McNally (Principal)

Vicki Rabicano (Academic Manager)

Georgian Marin (Business Manager)

*(Advanced Level)*

Chrissie Jones (Finance Administrator)

 David Williams (Academic Administrator)

Reviewed and updated: April 2019