

## **YOUNG LEARNERS POLICY (YLP)**

### **ENROLMENT & REGISTRATION FOR UNDER 19s**

- 1.1 SCOLA believes that all learners should have equality of opportunity and be given support in accessing appropriate College provision. Where learners are under 16 (Year 11 or below) and wish to access mainstream courses not specifically aimed at under 18s, then permission must be sought from the tutor before the student may be enrolled. If accepted, both student and parent/carer must sign the Young Learners Agreement (YLA). Students intending to enrol must contact the Enrolment Centre to arrange an interview.
- 1.2 No students under 14s should be admitted to courses unless accessing specific funded Family Education programmes.
- 1.3 Students 16-19 accessing accredited courses do not need permission to access courses from SCOLA tutors, but, in the interest of good practice, will need to supply contact details of a parent/carer who can be contacted as required if there are concerns about the student. The YLA must be signed.
- 1.4 The College reserves the right to provide information to the nominated parent/carer on the student's attendance, punctuality and progress on application to the Curriculum Manager responsible for the programme. The College reserves the right to contact the nominated parent/carer if the student fails to attend regularly, be punctual or the standards of behaviour do not conform to the College's standard.
- 1.5 The College encourages students eligible for accessing Education Maintenance Allowance (EMA) to apply for the funds that are payable by LSC directly to the student on confirmation of attendance by the College.

**STUDENTS UNDER 19 ON COLLEGE MAINSTREAM  
ADULT COURSES**

Name of student : \_\_\_\_\_

Address : \_\_\_\_\_

Postal Code \_\_\_\_\_

Contact No. \_\_\_\_\_

Email Address \_\_\_\_\_

Name of Parent/Carer \_\_\_\_\_

Contact Details \_\_\_\_\_

Postal Code \_\_\_\_\_

Contact No. \_\_\_\_\_

Course codes \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Student Undertaking:**

I have received a copy of the Young Learner's Policy.

I understand the expectations of the College and am willing to accept the conditions that apply to study a course with the College.

Signed: \_\_\_\_\_

**Parent/Carer Undertaking:**

I have received a copy of the Young Learner's Policy and I am aware that I can contact the College for information about the attendance, punctuality, behaviour and progress of \_\_\_\_\_

I undertake to work with the College in supporting the student's work on course.

Signed: \_\_\_\_\_

Updated June 2009