

# INFORMATION FOR PARENTS

MAYFAIR School of English offers young learners aged 10-17 of all nationalities an opportunity to study English in central London during the summer and at other times throughout the year depending on the age of the student.

## Who may attend a language programme

- **Juniors** (10-15 years) may attend:  
Closed (organised) group programmes throughout the year **or** in the Summer they may join our Junior mixed nationality day programmes (lessons only).
- **Teenagers** (16-17 years) may attend:
- Organised group programmes **or** they may join one of our adult classes.

## Our language programmes

- We offer dynamic and exciting lessons from qualified teachers
- Average class size: 12, maximum 16 students
- Central location for great access to museums, shops and parks
- Fun excursions and social programme activities that are age-appropriate
- A placement test and end-of-course certificate

**Full-time:** 15 lessons (12.5 hours) per week from qualified, native speaker teachers

**Full-time Plus:** 20 lessons (16.7 hours) per week, including fluency lesson

## Family language programmes

During the summer, it is possible for both parents and children to study at Mayfair School at the same time. Please contact us if you would like to attend a class while your child is studying on our junior programme.

## Care of Under-18s

Caring for children and young adults means we need to think of everything to ensure a safe and enjoyable stay and we are committed to high levels of care and attention for every young person.

To ensure the wellbeing of your child:

- We offer excellent levels of supervision
- All staff in direct contact with children have been selected in line with our 'Safer Recruiting' policy. They will have undergone background checks to ensure suitability for their role.
- All staff will have completed a Safeguarding in Education training programme
- Students will have a personal care plan to ensure that they are well integrated and feel comfortable in the school
- A 24-hour emergency contact number is given to students and parents

High levels of supervision and a personal care plan is drawn up for every student aged 16-17 years. This means we get to know them individually and make clear that they are welcome to approach senior members of staff at any time with concerns or just for a chat. This is especially helpful for young students who are abroad for the first time.

## **Accommodation**

### **For 10-15 year olds**

- We can only book accommodation for under 15s if they are part of a group or if they are staying with an accompanying adult.
- The accommodation may be in residential accommodation on university campuses, residences and homestay with a host family.

### **16-17 years**

- Unaccompanied individual students with parental consent may choose only homestay accommodation. Host families (including all adults over 18) are required to undergo background checks (DBS) and are inspected by our accommodation provider.

## **Travel**

- Groups in homestay accommodation: meeting points close to the homestay addresses are arranged and students are accompanied by group leaders on public transport.
- Independent teenagers aged 16-17 may travel independently from homestay accommodation to school with parental consent.

## **Social programme**

- Teenagers may attend our free workshops from Monday – Thursday, 16.00 – 17.00
- Teenagers may attend only social programme activities considered suitable with permission of the Principal and with parental consent. eg. Bowling, excursions, film club

## **Parents**

Parents will be required to complete a **parental consent form** allowing their son or daughter to attend a language course at Mayfair School. We will require contact details, guardian and emergency contact information, information on your child's medical needs and we will also need you to inform us of the arrangements for travel to and from school.

## **Safeguarding**

We fully understand the concerns of parents whose children are studying in this busy capital city. We are all experienced in looking after young people in our care and we do everything we can to protect your child against potential harm. Mayfair School of English has a comprehensive Safeguarding Policy that you can view in the 'Download' section of our website.

<https://www.mayfairschool.co.uk/wp-content/uploads/2017/02/MSE-Policy-Information-under-18-students-safeguarding.pdf>

You may refer to the 'Student Handbook' for further information and advice on how to stay safe in London.

<https://www.mayfairschool.co.uk/wp-content/uploads/2015/07/Student-handbook.pdf>

Please do not hesitate to contact us if you have any questions about junior courses at Mayfair School.