

MINORS* LEAVING CAMPUS POLICY

*A STUDENT UNDER THE LEGAL AGE OF EIGHTEEN (18)

CODE: P070
Policy Owner: BOS

Policy Context

Since the Institute of Tourism Studies (ITS) is a place of further and higher education, campus life is somewhat different to that of compulsory education, and students are afforded certain freedoms. This privilege requires you, as a parent(s)/legal guardian(s), to understand the responsibilities and free choices that are being afforded to your children attending ITS and to help them in their transition to adult life.

1. Purpose of the Policy

a. ITS is committed to providing a safe environment for students, lecturers, and staff alike. However, since minors are a particularly vulnerable population, this Policy has been adopted to address the special concerns when minors leave campus.

b. Although the primary purpose of this Policy is to protect minors, it will also serve to protect ITS, as an entity, and its staff from false allegations of abuse and from obligation.

c. Whilst this Policy includes guidelines for the protection of minors leaving campus, parent(s) or guardian(s) remain primarily responsible of their children.

d. This Policy will be used in conjunction with other current ITS policies in relation to minors.

2. Responsibility of the Parent(s) or Legal Guardian(s)

a. Parent(s) and guardian(s) must assume and accept full responsibility for all aspects of their child's behaviour, including safety, unauthorised and/or inappropriate use of ITS resources and property, and any damages to persons and/or property.

b. It is the responsibility of the parent(s) and guardian(s) to check the route that their children may take and assess the appropriateness of the journey.

c. Parent(s) and guardian(s) must be certain that their children have an awareness of the appropriate conduct and stranger danger. They must also ensure that they are sufficiently happy with their child's ability to safely undertake the proposed journey.

d. Minors are permitted to leave from campus at different times throughout the day. These include but are not limited to (i) at the end of a lecture including situations where the lecture finishes before the time specified in the time-table; (ii) during an allocated break by their lecturer, and (iii) during breaks between lectures. Parent(s) and guardian(s) understand that the lecturer and ITS cannot be held responsible for the minors once they have been sent for break or dismissed from class.

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e. If students are marked as present by the lecturer but then (i) the student/s decide to wonder off and not participate in the class proceedings; (ii) they do not come back to class after the break, or (iii) they do not continue their lecture in another designated space as indicated by their lecturer (e.g., library, other class, or restaurant), the parent(s) and guardian(s) understand that the lecturer and ITS are no longer responsible of said student/s.

f. When students attend a site visit under the supervision of their lecturer(s), it is the parent(s) or guardian(s) who give authorisation for their children to attend these visits. During such visits, ITS organises transport to/from the venue. It is within the discretion of the lecturer whether to allow students to make their own way to the site visit and/or home. Nonetheless, parent(s) and guardian(s) remain the primary responsible adults of these minors.

g. Parent(s) and guardian(s) must assume the responsibility to contact the responsible authorities should their child not arrive home and/or at the expected location within their expected timeframe.

I, _____ (name and surname of parent or guardian), with ID/passport number _____ (ID/passport number of parent or guardian), confirm that I have read and understood the above Policy and assume the responsibility of my child, _____ (name and surname of minor), with ID/passport number _____ (ID/passport number of minor).

Signature: _____ Date: _____