Being under 18 at the ELC

Social and Welfare Team
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Welcome to Liverpool!

We want you to have an amazing time while you are studying with us at the English Language Centre (ELC). To do this, we want to make sure that you are happy, healthy and safe.

At the English Language Centre we take the safety and wellbeing of all our students very seriously and understand that this is especially important in the case of younger students. As you are under 18 at the start of your course with us, you will be given more support from us.

We are here to help you stay happy, healthy and safe.

The English Language Centre will:

- Actively track and monitor your attendance and call you if you are absent without reason
- Check on your progress regularly and look after your welfare
- Communicate with Parents or Guardians
Social and Welfare Team

Our Social and Welfare Team are here to make sure that all students have the best time possible while they study at the ELC. We are here to help you to settle into life in Liverpool.

We organise a full social programme of trips and activities throughout the year that all students registered at the ELC can access for free, as a part of their course. We think you will love studying with us in Liverpool and we are excited to show you all that the city has to offer. There is so much to see and do, with lots of shopping, history and culture. We can’t wait to make you feel at home here!

Social and Welfare Officer

The ELC have a dedicated Social and Welfare Officer who can help with any difficulties you might have or any questions about aspects of life in the UK.

You will meet with the Social and Welfare Officer during your first week at the ELC along with your UK guardian. Each week, until you turn 18, you must attend a drop-in session at any time between 1.00pm - 2.00pm on Wednesday afternoons to meet with the Social and Welfare Officer.

Contact the Social and Welfare Officer on:

0151 795 0515 or 07720 341948

or by email at swt@liverpool.ac.uk

You will be given a purple lanyard to hold your student card during your first week. You should wear your purple lanyard at all times when you are on campus.
Your attendance

It is very important that you attend ALL of your classes while you are studying at the ELC. As an under 18 student your attendance will be very closely monitored and we will notice if you are absent or leave class early. You must arrive at your classes ready to start at the advertised times. If you arrive more than 10 minutes after the start of class you will not be allowed to join the lesson and will be marked as absent.

If you are not able to attend your class for any reason (including if you are ill) or if you need to leave early, you must let the Social and Welfare Officer know before your class starts by calling on 0151 795 0515 or 07720 341948, by emailing them on abselc@liverpool.ac.uk or filling in the online absence form which can be found here:

www.liverpool.ac.uk/english-language-centre/social-and-welfare/absence/

If you are ill, but it is not an emergency, you should contact your GP’s Surgery or if you have not yet registered with a GP, you can visit the Liverpool City Centre NHS Walk-in centre: 6 David Lewis Street, Liverpool, L1 4AP.

If you miss class or leave early and you have not told the Social and Welfare Officer that you will be absent, they will call you to ask where you are. If they are not able to contact you, they will contact your UK guardian.

Taking part in the Social Programme

The ELC’s Social Programme is open to all students registered at the ELC and we actively encourage all students to engage with the activities and trips on offer. If you would like to take part in one of the trips or activities, please let the Social and Welfare Team know when you sign up, so they can make sure that the trip is suitable for you.
UK Law for Under 18s

Under UK Law you are classed as a minor (a child). This means it is illegal for you to:

**Buy or Drink Alcohol**

You cannot legally buy alcohol in the UK. You cannot consume alcohol that has been bought for you by an adult.

**Buy or Smoke Cigarettes**

You cannot buy tobacco or cigarettes in the UK until you are over 18.

**Gamble**

It is illegal for you to gamble until you are over 18.

In addition to this, we expect all students to abide by the ELC Student Conduct Agreement which you will be asked to sign at registration. This Agreement sets out the ELC’s expectations for you in terms of attendance and punctuality, academic engagement and behaviour.
Being Safe in the UK

Please follow these guidelines for staying safe:

- Do not carry large amounts of money with you, but ensure you have enough money at the start of the day for all of your expenses.
- Do not walk alone, especially at night. You should always try to walk in groups of at least 2.
- If you are on alone on campus at night and feel vulnerable you can request a chaperone from the campus support team by calling 0151 794 3252.
- If walking at night, stay in well-lit, public areas. Walk only along main roads.
- Carry the telephone number of a local taxi firm in your mobile phone or in your wallet or bag.
- Always used a licensed taxi. These will have official plates on the outside rear of the car.
- If there is an emergency while you are on campus, you can call campus security on 0151 794 2222 at any time of the day or night.
- If you are in an emergency but not on campus, dial 999 for free. You will then be asked who you want to speak with; Police, Fire service or Ambulance (for medical emergencies).
- If you wish to report a crime but not an emergency, you should contact your local police station. Find out where your local police station is: www.merseyside.police.uk