

Eastbourne College

Guaranteed Place Form for International Pupils

This Guaranteed Place Form when fully completed, signed and deposit paid, confirms parents' acceptance of a place. Please return to; Admissions Secretary, Eastbourne College, Old Wish Road, Eastbourne, East Sussex, UK, BN21 4JX.

Please read carefully before signing:

I/We hereby accept the place which has been offered to us for our child (named above), on the terms of the letter containing that Offer and the Terms and Conditions referred to in it. I/We acknowledge receipt of a copy of the current School Code of Behaviour which we have read and drawn to our child's attention. I/We hereby declare individually and jointly that:

Before signing this form we have read and understood and we agree to Eastbourne College's Terms and Conditions which will undergo reasonable change from time to time. We have retained a copy of the Terms and Conditions with our records. We also acknowledge receipt of the College's Admission Policy.

I/We have already provided and will continue to provide details of any learning support requirement or disability giving rise to a special educational need. We will attach in confidence details of any relevant information received subsequently.

We attach in confidence and will continue to disclose all relevant information about any medical condition, health problem, or allergy which affects our child and/or which may prevent our child from taking a full part in the School's academic and games/sport curriculum and outdoor activities.

I/We have informed and shall inform the School if we are separated or divorced and if any court orders have been made in relation to our child or either of us (including any orders relating to financial matters). Except as disclosed in a confidential letter attached to this form, our child has not been withdrawn or asked to leave another school as a result of misconduct and is not under investigation and has not been convicted for any criminal offence.

I/We both have parental responsibility (i.e. legal responsibility) for our child; we both agree that our child should attend the School and no other person's consent is required.

I/We confirm that fees payable to our child's current and any previous schools have been paid or will be paid in full before our child enters Eastbourne College.

I/We will not cancel our acceptance of this place or withdraw our child from the School without first giving a full term's written notice or paying a term's fees in lieu of notice in accordance with the Terms and Conditions referred to above.

I/We confirm that before signing this form, we have seen all the documents referred to in the Terms and Conditions, including information on fees, the Admissions Policy and Code of Behaviour.

I/We hereby give the following express authorities on behalf of ourselves and on behalf of our child:

I/We consent to the School (through the Head as the person responsible) obtaining, using and holding "personal data" including "sensitive personal data" such as medical information, to be processed lawfully and fairly in accordance with the Data Protection Act 1998, for the purposes of safeguarding and promoting the welfare of our child and ensuring that all relevant obligations of the School and ourselves are complied with.

I/We consent to the School making enquiries of our child's current or previous schools for confirmation that all sums due and owing to such school/s have been paid and I/we consent to your informing any other school or educational establishment to which we propose sending our child if any fees of this School are unpaid.

I/We consent to our child taking part in educational visits which do not involve an overnight stay or travel abroad and we consent to our child being carried by public transport or school transport driven in a responsible manner by an adult who is suitably qualified and insured.

Information regarding English as an Additional Language (EAL)

Eastbourne College welcomes all pupils for whom English is a second (or additional) language so long as they have the aptitude and ability to cope with being taught in English. To enable them to become stronger in English and benefit fully from all the educational opportunities on offer, the EAL programme provides **compulsory** tuition for international pupils throughout their time at the College:

Year 9 Pupils have 5 periods of specialist tuition over a two week cycle from a qualified English specialist. During these lessons they are taught English intensively. The EAL specialist is also present during mainstream English and Geography lessons and works closely with the English and Geography teachers so that maximum support can be provided. This also gives them a valuable source of pastoral support. They are not taught French.

Years 10 & 11 In Years 10 and 11 pupils have 6 periods over a two week cycle. These lessons are instead of French lessons. Pupils will sit the iGCSE ESL exam, in addition to them following the courses in iGCSE English and English Literature.

Pupils will sit the EAL IGCSE exam, in addition to them following the courses in GCSE English and English Literature. If a pupil has studied French previously and wishes to continue with this subject then it may still be possible to provide an EAL programme.

Year 12 & 13 In Years 12 and 13 pupils have one or two periods over a two week cycle depending on the individual's needs and timetable restrictions. In addition to working towards a good grade in IELTS, linguistic support in AS and A level subjects can be given if needed.

The course that our Sixth Form international pupils follow leads to an IELTS (International Language Testing System) qualification, and is recognised as the standard test for those wishing to continue their higher education in an English-speaking environment. It develops the four skills of speaking, listening, reading and writing, with particular focus on the type of tasks that are encountered at university. Depending on the individual's level of English, the preparation to reach the Grade 6 standard, (the minimum grade required by the majority of British universities), usually takes three terms. Lesson times are flexible and are arranged with the EAL teacher.

The cost of the course changes annually and payment for the whole year is made in advance with the school fees at the start of the academic year.

English as an Additional Language for Year 9	£1620 per annum
English as an Additional Language for Year 10/11	£600 per annum
English as an Additional Language for Year 12/13	£300 per annum

Exams will be an additional cost and will be added to the school bill.

The EAL course is compulsory for all international pupils unless / until the College decides that a pupil no longer requires EAL tuition. (In this event, any unused EAL charges paid in advance will be duly refunded). Until such a time, EAL charges will apply regardless of actual attendance at lessons.

Information on Guardian Requirements for International pupils

It is a condition of entry to Eastbourne College that children without a parent resident in the U.K. must delegate parental responsibility to a suitable guardian living in the U.K. The selection of a guardian is the parent's responsibility, however, we can if asked provide parents with the names of guardianship agencies affiliated to AEGIS (Association for the Education and Guardianship of International Students, www.aegis.uk.net).

It is assumed that the pupil will be spending Leave Out Weekends with their UK Guardian and it is the responsibility of the parent/guardian to ensure that satisfactory arrangements are made. If the pupil is not travelling directly home on Long Leave, Eastbourne College requires the name and address of the person with whom the pupil will be spending the Leave to comply with UK Border Agency advice. By signing the Guaranteed Place Form you are agreeing to keep us informed of any subsequent changes to the Guardianship. The Guardian contact details sheet and specific requirements and responsibilities of a guardian, can be found on page 4 of this document. The sheet can be copied and completed after acceptance of a place at the College but no later than at least one week before the relevant start date of the pupil concerned.

This form when fully completed, signed and deposit paid, confirms parents' acceptance of a place at Eastbourne College and agreement to EAL lessons for the child named below. *Each of those with parental responsibility must sign and complete. Those signing are liable for the whole of the school fees due and extras.*

Affix recent passport size photo here of the child	Confirm full name of child :
	Present school:
	Confirm preference for House* :

*Subject to availability and in accordance with Eastbourne College Admissions Policy

Does your child have a disability, medical condition or learning support requirement? Yes No

If yes, please provide us with details on an accompanying letter (please tick) : Letter attached?

Letter sent with Registration Form?

I/WE have provided a payment of £9105 to Eastbourne College, being the deposit which will be held without payment of interest in the general account of the School in accordance with the Terms and Conditions referred to.

First signature:	Second signature:
Printed name in full:	Printed name in full:
Relationship to the child:	Relationship to the child:
Date:	Date:

If parents do not have joint parental responsibility for child and payment of fees please explain and or provide relevant documentation:

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Parental Agreement for compulsory English as an Additional Language lessons

Country of residence:	Year group on entry:	First language/s:
I agree to my child as named above, attending EAL lessons for the required number of lessons per week.		
Parental Signature:		
Printed name in full:	Date:	

On completion, please return this form to; Admissions Secretary, Eastbourne College, Old Wish Road, Eastbourne, East Sussex, United Kingdom, BN21 4JX.

Guardian Contact details

This contact details sheet can be photocopied and completed after acceptance of a place at the College but no later than at least one week before the relevant start date of the pupil concerned. Please provide the information requested below and return the completed form to Admissions at the College address below.

Name of Pupil:	
Full Name of Guardian :	Title : Mr / Mrs / Miss / Ms / Dr
Full Postal Address :	
Post code:	
Daytime Telephone :	Evening Telephone :
Mobile Telephone:	Email :
Nationality :	Occupation :
Does the Guardian named above wish to receive copies of College correspondence? E.g. school reports, eRC grades	

The above guardian details are provided by:

Signature:	Printed name in full
.....
Relationship to the Child:	Date:
.....

Specific requirements and responsibilities of a guardian:

The guardian should:

- Not also be the educational agent, unless agreed with the Registrar.
- Normally be at least 25 years old and live within reasonable travelling distance from Eastbourne.
- Not be involved in travelling overseas other than for holidays.
- Care for the pupil in an emergency, including in the event of infectious or serious illness or if the school is closed due to a pandemic.
- Be prepared to take temporary care if a pupil has been suspended for a serious breach of the school rules.
- Look after a pupil (as agreed with the parents) at weekend leave-outs and holidays, including when travel arrangements to and from home do not coincide adequately with the relevant times and dates published in the White Book.
- Be able to be contacted at all times and notify the College of any change of address or contact details, including for short periods of time such as holidays.

Admissions Office, Old Wish Road, Eastbourne, East Sussex BN21 4JX
Telephone: 01323 452323 Fax: 01323 452354 Email: admissions@eastbourne-college.co.uk