

Student Absence Procedure

Simplified Version

In Residence or Homestay

Curfew time for Under 18's is:



11:00 PM

Friday and Saturday



10:30 PM

Sunday to Thursday

By that time, you must be in your room or kitchen.

REMEMBER!

After you return from afternoon or evening activities, you must remain at your homestay or residence.

If you need something (e.g. to buy something at the supermarket) you must ask your host or a group leader!

If student/s do not return after afternoon / evening activities, or, if the student/s do not return in time for curfew, Activity Leaders will inform the Centre Manager

(if in Homestay, hosts have been advised to contact the LiA Emergency phone number).



The Centre Management staff will then try contacting the student (or the agency group leader if part of a group) by telephone.



If they cannot locate the student within 1 hour they will contact the parent/guardian.



If the student cannot be located within 1,30 hours after missing the afternoon / evening activities or missing the curfew, the school will contact the Police.



language
in action
JUNIOR PROGRAMMES

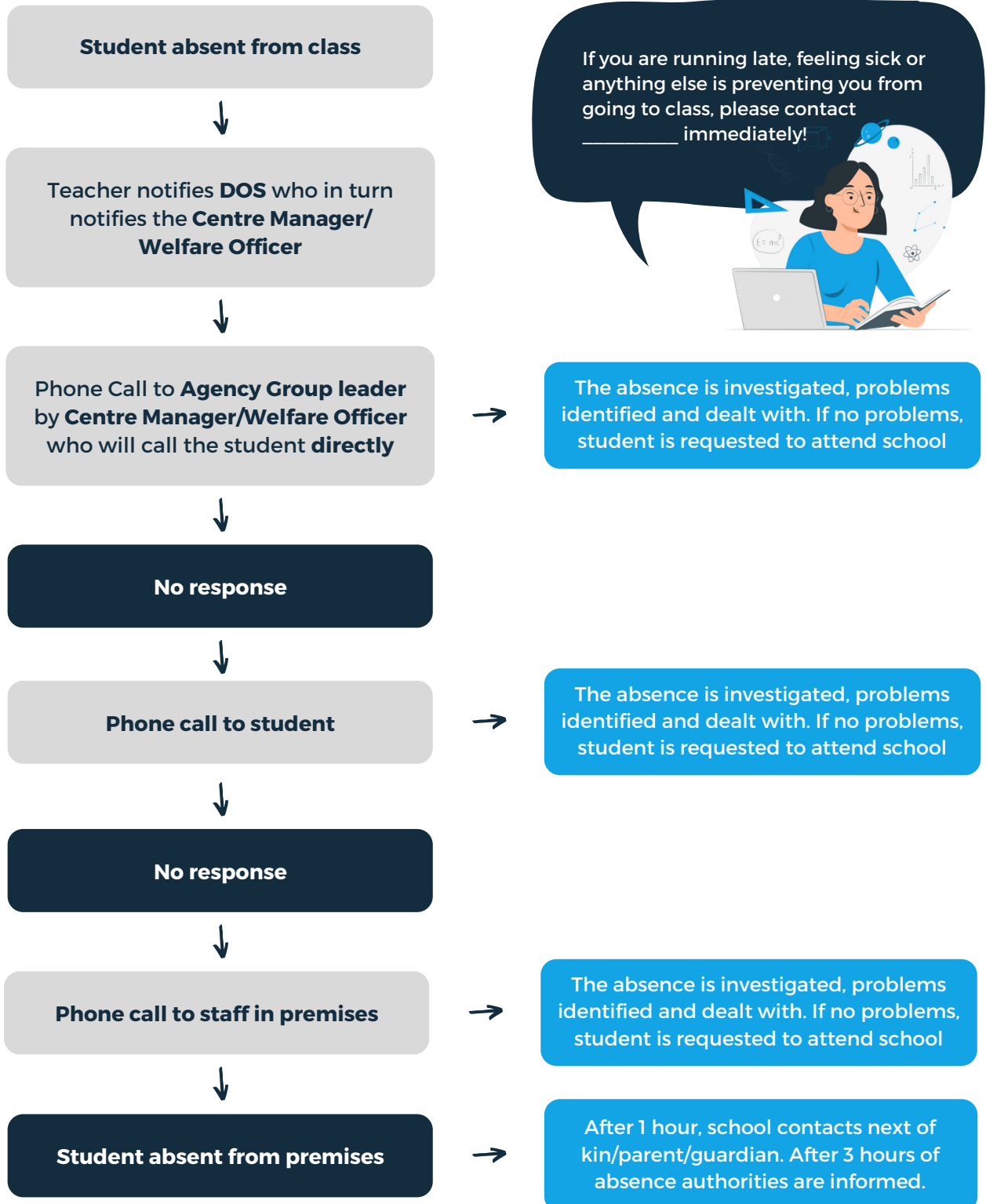


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INTERNATIONAL

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In Class



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On excursion

LiA staff will always tell you where the meeting point is and what to do if get lost!

If you get lost during a trip, please follow the steps:

