



# Language in Action Supervision Ratios Policy

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## **Policy on Supervision Ratios for Accommodation / Classrooms / Excursions / Social programme activities where under 18yr's students are involved.**

Language in Action ensures that in all residential accommodation and classrooms, as well as on all excursions and activities where student under the age of 18yrs are involved, there is at least one member of staff (including agency group leaders) per 15/20 students.

Depending on the programme chosen, 16 and 17 y.o. students may have limit of supervision by LiA staff.

If there were a special needs student or student with a disability, we would ensure that there is another member of staff (including agency group leaders) to support them throughout their stay.

Lessons have a maximum class size of 18 students. One responsible adult will be assigned to each class.

All residential accommodation is supervised by trained staff available 24 hours a day in case of emergency.

All LiA members of staff leading activities/excursions have had experience working with students under the age of 18yrs, have had a DBS check and have had two references taken. These details are uploaded to our Staff Central Records once original documents have been seen.

Key members of staff from Agency partners are asked to sign a Declaration to state their staff have undergone checks to work with underage students. Agency group leaders (and other agency staff members) must receive a copy of the Safeguarding and Child Protection policy and being inducted on it upon arrival. They are also asked to read and sign the Code of Conduct and a suitability to work with children self-declaration.

Risk Assessments have been conducted on all main premises, on-site activities and off-site excursions.

**Reviewed:**

Apr 2022

**Reviewed by:**

Emiliano Sallustri and Daniele Pluchino

**Next Review:**

Apr 2023

**Review by:**

Compliance Team