

## **Supervision Policy**

### **Introduction**

In tandem with BLS's Child Safeguarding Policy, we are obliged to maintain the following policy for supervision.

### **Students aged 16 & 17**

All such children must be provided with full information, issued verbally, with maps and instruction sheets equipped with telephone numbers and emergency procedures, given at induction. Young people of this age are required to use their own means to travel to and from homestay addresses, BLS classroom locations, or on activities.

However, any requests for assistance are welcomed by BLS staff. Students should always be with their homestay host or in supervised accommodation by 22.00.

#### Supervision ratio on off-site activities:

1 BLS staff member to 15 students

For school groups (closed groups) 1 BLS staff member + 1 Group Leader to 20 students

BLS staff will always advise all students of:

- The correct bus number and approved times of travel to and from their places of residence.
- Approved taxi company details, including 24-hour contact numbers.
- The requirement for them to inform their homestay host, their designated Group Leader and BLS Activity Staff of students' intended destinations and expected times of arrival.
- The need always to carry their student card with their details fully and accurately completed.
- The emergency number on their student card and to use this if necessary.
- On induction, to ensure students enter the emergency number into their mobiles.