

MINORS – APPENDIX 3

EDUCATIONAL PROJECT - WELCOMING MINOR STUDENTS OUT OF PARENTAL HOME

According to articles L227-4 and following of the "Code de l'action sociale et familiale"

ILA (Institut Linguistique Adenet) is a limited company specialized in teaching French as a foreign language in small level groups to adults mostly. ILA also offers various services connected to its main teaching activity: transfer, welfare, assistance with living conditions, accommodation, social activities and sightseeing.

ILA accepts minor students as of 16 years old, under the condition that their parents or holders of parental authority sign our "parental authorization for minor students" form.

WELFARE /ATTENDANCE CONTROL

An assessment form is given at the beginning and at the end of the stay in order to make sure everything goes well. All students sign everyday an attendance sheet at the beginning of the course. In case of absence, parents are immediately informed by email after having first checked with the host family. In case of planned absence, parents must inform the school in writing. Teachers report all students' integration regularly to management. Parents will be informed in case of any notified problem.

PREMISES-HOURS-MONITORING

The school premises are to ERP standard Category 5e. An emergency procedure is known to all staff. General Course schedule: Monday to Friday 9h -12h15 (20 lpw Courses)/ additionally Tuesday, Wednesday, Thursday 13h15-15h50 (20+10 lpw courses). In summertime or high season, courses can be scheduled in the afternoon every other week. The self learning center (optional) opens at 12h30.

In no circumstances can ILA be considered a "language camp" or "holiday program" for minors. ILA is not a closed study centre therefore minors have no restriction on going out during or outside course hours.

Parents of minors must ensure that their child has sufficient maturity and autonomy to go out and take public transportation alone without adult supervision, to school or to their accommodation for example.

SCHOOL RULES (General conditions article 5)

Article 10 is about minor students (under 18 years old) and alcohol consumption: "French law allows the consumption and purchase of alcohol as of 18 years old. Any alcohol or drug consumption during you stay (at ILA, your accommodation or any leisure activity for example) will lead to direct expulsion. You will be sent back home immediately at your own expense without any refund".

INSURANCES (General conditions article 11)

Parents of minor students have the legal obligation to take out comprehensive insurance to cover the period of his/her stay in France, which provides coverage especially for personal liability, transportation, theft, loss or damage to personal property, injury, illness, medical evacuation, repatriation.

EARLY DEPARTURE FROM STAY (General conditions article 3)

In case your child gets ill during his/her stay, it may be necessary to organize his repatriation. In case it is needed to shorten suddenly his /her stay, for whatever reason no refund can be made for courses, once a student has started the course. For accommodation cancellation with a host family, a cancellation fee equivalent to one week of the home stay price will apply. For cancellation of a student residence, room on campus or apartment hotels, cancellation fees up to 100% of the accommodation fee might apply. Make sure your insurance covers repatriation as well as refund of the remaining stay.

HEALTH INFORMATION

Parents will have to answer a medical file in the "parental authorization for minor students" form. Parents will have to provide a 24h/24h emergency phone number and authorize medical treatment or hospitalization in case of illness or injury.

We have a first aid kit for small minor injuries. If necessary our staff at reception will arrange a medical appointment.

ACCOMMODATION

Accommodation with a host family is highly advised to experience French immersion and for welfare follow-up. Time schedule for going out will be set by the parents in our parental authorization form for minor students. The host family is not supposed to educate nor supervise your child and cannot guarantee your child will respect the set time. However in case set times are not respected, the host family must inform the school so that the school can inform the parents in return.

CATERING

School is located in the historical city centre, where one can find many possibilities to eat in the immediate surrounding neighbourhood. Hot & Fresh drink distributors are available at school.

TRANSPORT

Ticket price 10 trips = 10 €.

TRANSFER

Return transfer from and to Montpellier airport or train station is provided by the host families for student shaving chosen home stay accommodation. All other choices of accommodation, students make their own way to.

ACTIVITIES AND EXCURSIONS

Your child will be able to sign up and participate in optional extra-curricular activities organized or advertized by the school. Unsupervised free time is always given during excursions which include activities such as biking, canoeing, horse-riding, swimming etc. The legal staff ratio of 1 adult for 12 minors is respected. Accompanying staff have the list of all participants with the telephone number of minor students, a list of safety instructions and an itinerary note.

GROUPS

The group leader will provide ILA as soon as possible with the list of students (first name, family name, nationality, birth date). Group leaders are informed of the legal ratio for transportation of minors : 1 adult for 15 minors.