

LSI Independent College Compliance Policy for Student Route Visa and Child Student Sponsorship

Date of policy review: August 2024
Next review: August 2025
Lead for review: Principal

Compliance Policy for Student Route Visa and Child Student Sponsorship

Introduction:

This policy outlines the compliance requirements for students at LSI Independent College who are studying under the Student Route Visa and the Child Student Visa. It ensures that the college meets all obligations set by UK Visas and Immigration (UKVI) and provides clear guidelines for students, parents, and guardians to maintain their visa status while studying at the college. This policy also includes specific provisions for safeguarding and guardianship for international students who are minors.

Note: LSI Independent College admits international students starting at the age of 16 and above. The college offers a variety of academic programmes tailored to meet the needs of these students while ensuring compliance with UK visa regulations.

Objectives:

- To ensure full compliance with UKVI regulations concerning both the Student Route Visa and the Child Student Visa.
- To provide guidance and support to all international students to help them maintain their visa conditions.
- To outline the responsibilities of the college, students, parents, and guardians to ensure compliance and avoid any breaches of visa conditions.
- To ensure appropriate guardianship arrangements are in place for international students under the age of 18.

Section 1: General Compliance Policy (Applicable to All International Students)

1. Attendance:

- All students must maintain a minimum attendance rate of 100% unless there are valid, documented reasons for absences (e.g., medical conditions). Failure to attend classes regularly may lead to the withdrawal of visa sponsorship.
- Students must inform the college by 08:30 on the day of absence, via phone or email, providing a reason for their absence. Repeated absences for the same reason may require further evidence, such as a doctor's letter.

2. Academic Progress:

- All students must make satisfactory academic progress in their studies. This includes completing assignments on time, attending all scheduled classes, and participating in all mandatory academic activities.
- Poor academic performance or failure to progress may result in the withdrawal of sponsorship.

3. Contact Details:

- Students must keep the college informed of their current contact details, including their residential address, phone number, and email address. Any changes must be reported to the college within 10 working days.

4. Reporting Requirements:

- Students must comply with all reporting requirements set by UKVI, including attending regular check-ins with college staff and providing any documentation requested for compliance purposes.

5. College Responsibilities:

- Monitoring Attendance and Academic Progress: The college will monitor attendance and academic progress closely to ensure students meet the required standards set by UKVI. Any concerns will be promptly addressed with the student to avoid visa compliance issues.
- Record Keeping: The college will maintain accurate records of each student's attendance, academic progress, and contact information. These records will be kept in accordance with UKVI requirements and will be made available for inspection.

- upon request.
- Reporting to UKVI: The college is required to report to UKVI any changes in a student's status, including non-attendance, withdrawal from the course, or failure to meet academic progress requirements. If a student misses 10 consecutive contact points without a valid reason or fails to maintain satisfactory attendance or academic progress, the college will withdraw sponsorship and notify UKVI via the Student Management System (SMS).
- Support and Guidance: The college will provide support and guidance to students on maintaining their visa status, including information sessions and one-on-one meetings to discuss any concerns related to compliance.

Section 2: Specific Provisions for Child Student Visa Holders

1. Guardianship Requirements:

- All international students under the age of 18 must have a UK-based guardian. The guardian acts as a responsible adult in the UK who can provide support and make decisions on behalf of the student when the parents are not available. The guardian should be easily contactable by the college and available to attend meetings or emergencies when necessary.
- Guardian Preferences: The college prefers guardians to be at least 25 years old and hold a British passport. Guardians must reside in the UK and should not be full-time students. They must undergo a Disclosure and Barring Service (DBS) check to ensure they are suitable to act as a guardian. Guardianship arrangements are monitored on a case-by-case basis to ensure they meet the college's standards and the specific needs of each student.
- College Assistance with Finding Guardians: The college can assist students in finding UK-approved guardians if needed. LSI Independent College maintains a list of trusted, UK-approved guardianship agencies and can provide recommendations to ensure that all guardians meet the necessary requirements.

2. Safeguarding and Welfare:

- The college is committed to the safety and welfare of all students, especially those under the age of 18. Regular checks and communication with guardians are conducted to ensure the well-being of minors.
- In the event of an emergency, the college will contact the guardian immediately. The guardian is expected to take responsibility for the student's welfare and assist in making any necessary arrangements.

3. Parental Involvement:

- Parents of Child Student Visa holders will be kept informed of their child's academic progress and well-being through regular updates. The college encourages open communication between the parents, guardians, and the college to ensure the student's success and safety.

Section 3: Consequences of Non-Compliance

- Students who fail to comply with their visa conditions or the college's policies, including guardianship requirements, may face serious consequences, including the withdrawal of their Student Route or Child Student Visa sponsorship. This could result in their visa being curtailed and the requirement to leave the UK.
- The college will work with students, parents, and guardians to rectify any issues before taking steps to withdraw sponsorship, but persistent non-compliance will result in reporting to UKVI.

Section 4: Appeals and Review Process

- Students have the right to appeal any decision made by the college to withdraw sponsorship. Appeals must be submitted in writing within 10 working days of the decision.
- The college will review the appeal and provide a written response within 15 working days.

The decision of the appeal review is final.

Section 5: Review and Updates

- This policy, including the guardianship component and specific provisions for Child Student Visa holders, will be reviewed annually to ensure compliance with current UKVI regulations and to incorporate any changes in immigration law or college procedures.
- Any updates to this policy will be communicated to students, parents, and guardians through the college's website, student handbook, and email notifications.

Conclusion:

LSI Independent College is committed to supporting international students in maintaining their Student Route and Child Student Visa conditions and ensuring their welfare through appropriate guardianship arrangements. By adhering to this policy, students, parents, guardians, and staff will work together to ensure compliance, promoting a positive and lawful study experience in the UK.