






Information for students under 16s

Welcome to Communicate School! Here is some information to help you.

-  You will be in class with other children
-  Use the toilet on floor 2
-  Wear your ID in school
-  Ask your teacher if you want to go somewhere
-  Stay with your parent/guardian before and after class

If you need help or have questions, speak to your teacher and they will help you.

I understand the Communicate rules:

.....(name) (date)

Information for parents

Information for parent/guardian of students under 16

Welcome to Communicate School! Our school is a safe, comfortable environment and we hope every student enjoys their time with us.

Here is some useful information for under 16s:

- students un 16 will be on specific Junior Courses
- they can only use the toilet on the second floor
- their classes are in a juniors' area of the school (separate from adult students)
- they are supervised during lessons and breaks
- they are not allowed to leave the juniors' area without a teacher or member of staff
- if students are early, you need to wait with them in class until the teacher arrives
- if you are late to collect the student after class, they need to wait at reception with a member of staff. Please be on time to avoid this.

If you have questions or need more information, please ask a member of staff. They will be happy to help you.

I understand the Communicate rules:

.....(name) (date)