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## PASTORAL GUIDE FOR ALL STUDENTS

We want to make sure that all our students under 18 years old feel secure and happy while they are staying with us. All our staff are happy to help each student with any issues of any kind. We strongly advise all our students of the age under 18 to make sure that if they have any issues with any teacher, classmates or anyone in the school, then they should speak to one of our pastoral care team. Any information disclosed will be treated confidentially. Our team members are:

1. Gaurav Vahi - Principal and Designated Safeguarding Lead
2. Palak Mahajan – Business Support Manager

Please make sure you let us know in advance if you think the student will be late for any of our classes. The school administrative team will contact the home/guardian of students under the age of 18 who are more than 15 minutes late for their class, or if they have an unscheduled absence.

The student’s health, safety, welfare and wellbeing are very important to us. We are available to talk or listen to any issues or concerns you or the student may have at any time and any day.

Contact Numbers: Eurospeak in Southampton School Number: +44 (0) 2380 636 494 (8:30am – 7:00 pm, Monday to Friday)

Gaurav Vahi, School Principal: +44 (0) 7931 805819 (24 hours a day)

Name: .....

Signature: .....

Date: .....