

Requirement for non-UK resident parents to appoint a UK Guardian

It is a requirement that parents who are resident outside the UK appoint an educational guardian ("Guardian") for their child. This Guardian must be given legal authority to act on behalf of the Parents in all respects and allow the school to apply to the Guardian for authorities where necessary.

During term time the school is legally responsible for each child's welfare. However, there are times (e.g. half term holidays, or on the rare occasion when a child is suspended by the School) when the School must be able to hand over these responsibilities to a properly appointed guardian.

The Guardian must be English speaking, over 25 years old, be either a British Citizen or Settled in the UK and preferably within 2 hours travelling distance from the school by either car or public transport. The Guardian may be a nominated friend of the family, or another family member to whom the parent is happy to delegate the role, but whoever it is does need to be aware and accept the requirements of guardians. The Parent(s) must complete and sign the Guardianship proforma below. For a nominated friend of the family, or another family member, the Parent(s) must acquire their consent, gain their agreement and signature, in addition to providing a copy of their UK passport/proof of settled status and proof of the address where they are living, e.g. recent utility bill.

What support do we offer?

The most common need for a 'professional guardian' comes from those parents who spend a significant amount of time out of the country, or from those who are entirely resident outside the UK. In such circumstances and where neither family nor friends live close enough to take on the role, there may be a need to make use of the services of a guardian agency.

For all international students, the School strongly recommends that you appoint a reputable guardianship organisation that is accredited by AEGIS (the Association of Educational Guardians for International Students). AEGIS is a national body for monitoring and regulating the welfare of international students and provides accreditation of guardianship organisations in line with the National Minimum Standards for Boarding and guidance from Ofsted.

Contact details for AEGIS are as follows:

AEGIS
The Wheelhouse
Bond's Mill Estate
Bristol Road
Stonehouse
Gloucestershire
GL10 3RF

Tel: +44 (0) 1453 821293
info@aegisuk.net

The Role of an Individual Guardian or Guardian Agency:

In general terms an individual Guardian or guardian agency will be expected to do all or some of the following, depending on the specific agreement made with the parent:

- Provide a 24 hour point of contact for parents, child, school (and host family if applicable)
- Act with delegated parental authority in the case of an emergency or crisis and in other matters agreed by parents.
- Provide pastoral and educational support.
- Liaise with the school and parents over holiday arrangements.
- Ensure the school is informed in writing about all details of travel arrangements made prior to the child leaving school for any exeat weekend or for a longer holiday period. The school must know the exact details of child's accommodation and the methods of transportation.
- To communicate with Housemaster/Housemistress on a regular basis regarding the welfare of the child.

If a pupil does not have a Guardian, or the appointed Guardian is considered to be unsuitable by the school, the school will invite parents to find a new guardian. Should the school determine that the Guardian is not satisfactory or any safeguarding concerns are raised then we will report our concerns to the relevant authorities in accordance with our Safeguarding Policy.

Please note that the choice of guardian is entirely the responsibility of the parents and the school accepts no legal responsibility for any guardianship arrangements. The school does however expect the guardianship arrangements to be satisfactory and to meet the expectations outlined in this document.

Please ensure that the Notification of Guardianship form overleaf is completed and returned to the Registrar in time for your child's first term at Barnard Castle School.

Notification of Guardianship

It is a requirement that parents who are resident outside the UK appoint an educational guardian ("Guardian") for each child at Barnard Castle School. This Guardian must be given legal authority by the child's parents to act on behalf of the parents in all respects and allow the school to apply to the Guardian for authorities where necessary.

Guardian details (to be completed by parents:

Name of Guardian:	
Telephone number:	
Mobile number:	
Address:	
Email details:	

For a nominated friend of the family, or another family member, please attach a copy of the their:

- UK Passport or Proof of Settled Status
- Proof of home address, e.g. recent utility bill (within last 3 months)

By signing this form, you agree, in your capacity as parents, that:

1. The School can accept no responsibility for my child when they are in the care of the Guardian.
2. We (or the Guardian) will make holiday arrangements (including travel) in advance of half terms and holidays and notify the School accordingly. If my child is not returning home for half term, then the Guardian has confirmed that they are willing to accommodate my child.
3. The responsibility for choosing a Guardian rests solely with us as the child's parents, and we are responsible in all cases for satisfying ourselves as to the suitability of the Guardian and have undertaken all necessary checks, including any safeguarding checks deemed necessary.
4. The Guardian can be contacted in a medical emergency and can accompany my child to any medical appointments should the need arise.



Barnard Castle School

ESTD 1883

5. It has been agreed with the Guardian that in the unlikely event of any serious illness or necessary suspension from School our child can be accommodated with the Guardian.
6. Any change in contact details for the Guardian will be immediately notified to the School.

Name:

Relationship to child:

Signature Parent(s):

Date:

By signing this form the Guardian accepts this appointment by the Parent (s) of the above named Child and confirms that they have agreed with the Parent (s) to comply with the requirements listed above.

Signature of Nominated Guardian:

Date: