



THE AMERICAN SCHOOL IN ENGLAND

Guardianship Policy

The current version of any policy, procedure, protocol or guideline is the version held on the TASIS website. It is the responsibility of all staff to ensure that they are following the current version.

Document

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1. Introduction

TASIS England is committed to the safeguarding of all students and recognises the immense duty of care for our international boarders. Parents & families of boarders are often overseas and not able to attend school quickly in an emergency. TASIS England do not consider it best practice to outsource the care of our boarders to UK Guardians or host families. TASIS England therefore does not ask parents of our international boarders to appoint UK Guardians prior to arrival.

TASIS England assumes responsibility for our boarders in every circumstance.

2. TASIS England Guardianship Responsibilities

In addition to regular term-time boarding care responsibilities, TASIS England Guardianship:

- Assist in administering emergency healthcare for students via our 24hr Health Centre.
- Assist in advising on UKVI Visa requirements via the Admissions Department.
- Assist in collecting Biometric Residence Permits via the Boarding Office.
- Assist in making suitable arrangements for the collection and transfer of students to and from airports via the Boarding Office.
- Supervise academic and pastoral progress of boarding students in conjunction with the US / MS faculty.
- Liaise with the Head of Pastoral Care / Head of School when arranging significant sanctions, such as fixed-term exclusions.
- Are available in case of any emergency.
- Communicate regularly and effectively with parents.