



Guardian Guidelines

1. The Guardian should reside in the UK during term time and be over 24 years of age. It is not usually suitable for someone in full-time education to be a Guardian.
2. The Guardian should live within a reasonable travel distance (maximum of two hours driving from the School)
3. The Guardian should be readily contactable by telephone and email.
4. The Guardian needs to be available to look after the pupil during Exeat weekends when all pupils have to leave School, or to provide accommodation with a host family.
5. The Guardian needs to be available during the half term holidays if the pupil is not going home, since all pupils must leave school during all holidays, or organise accommodation with a host family.
6. If a pupil is excluded from School on disciplinary grounds, then she/he will need to be collected from the School as soon as is practically possible. The pupil must stay with the Guardian during the suspension period and the Guardian must be readily available to cater for their pupil.
7. If a pupil becomes unwell and cannot be treated in the Medical Centre then he/she will then have to stay with the Guardian.
8. The Guardian may need to look after the pupil at the start and end of term if the flights to and from home do not exactly match with the dates of the term or are cancelled.
9. The Guardian may be required to attend Parents' Meetings in the absence of the parents, to discuss the pupil's progress.
10. If the Guardian wishes to visit the pupil during term-time they should provide House staff 48 hours notice, and agree the most convenient time to visit the pupils.
11. If guardian contact details change, parents must submit a Parent Contact Details Change Request Form via My School Portal 'MSP' [Parent Contact Details Change Request Form](#).

We recommend that parents use a guardianship agency which is AEGIS accredited - <http://www.aegisuk.net>

If your Guardian is not AEGIS accredited, please provide proof of identity and proof of address.

Any queries, please contact admissions@dauntseys.org