



DAUNTSEY'S SCHOOL

EDUCATIONAL GUARDIANSHIP POLICY

1. Purpose and Scope

Dauntsey's School (the School) is committed to safeguarding and promoting the welfare of all pupils and ensuring that appropriate arrangements are in place to support pupils whose parents reside overseas.

This policy outlines the School's expectations regarding educational guardianship arrangements for pupils whose parents do not ordinarily live in the United Kingdom. It reflects the requirements of the National Minimum Standards for Boarding Schools, safeguarding legislation and, where applicable, UK Visas and Immigration (UKVI) guidance relating to Child Student visa sponsorship.

The purpose of this policy is to ensure that every pupil whose parents live overseas has a responsible adult based in the United Kingdom who can act on behalf of their parents when required and provide appropriate care, support and accommodation outside term time or during emergencies.

All pupils whose parents live overseas are required to have an Educational Guardian whilst studying at Dauntsey's School, regardless of nationality, passport held or immigration status.

An Educational Guardian is an individual or guardianship organisation appointed by parents to take temporary responsibility for the care and welfare of their child whilst they are studying away from home in the United Kingdom.

The appointment of an Educational Guardian is the responsibility of the parent(s). Whilst the School may provide information about recognised guardianship organisations, it cannot recommend or endorse individual guardians and accepts no legal responsibility for any guardianship arrangements made by parents.

All guardians must comply with the requirements and expectations set out in this policy.

2. Definitions

Educational Guardian

An Educational Guardian is a responsible adult or guardianship organisation appointed by a pupil's parents to act on their behalf whilst the pupil is studying in the United Kingdom.

Nominated Guardian

A Nominated Guardian is the individual named by parents on School records and, where applicable, visa documentation, who has accepted responsibility for acting on behalf of the parents whilst the pupil is in the United Kingdom.

Sponsored Pupil

A pupil who requires a Child Student Visa sponsored by Dauntsey's School.

Non-Sponsored Pupil

A pupil whose parents reside overseas but who does not require sponsorship under the Child Student route.

Private Fostering

A private fostering arrangement occurs when a child under 16 (or under 18 if disabled) is cared for by someone who is not their parent, legal guardian or close relative for a period of 28 days or more.

UKVI

United Kingdom Visas and Immigration, the government department responsible for administering the UK's immigration system.

3. Relevant Legislation and Guidance

This policy is informed by:

- Children Act 1989
- The Education (Independent School Standards) Regulations 2014
- National Minimum Standards for Boarding Schools
- UKVI Student and Child Student Sponsor Guidance

This policy should be read alongside:

- Safeguarding and Child Protection Policy
- Dauntsey's School Terms and Conditions
- Supervision Policy
- Admissions Policy

4. UKVI Requirements for Sponsored Pupils

As a licensed Child Student Sponsor, Dauntsey's School must ensure that suitable guardianship arrangements are in place for sponsored pupils.

Before a Confirmation of Acceptance for Studies (CAS) is issued, parents must provide full details of the pupil's educational guardian and confirm that suitable arrangements are in place.

The School must be informed immediately of any change to guardianship arrangements, accommodation arrangements or contact details.

Where a pupil is accompanied in the UK by a parent holding a valid Parent of a Child Student Visa, separate guardianship arrangements may not be required. Evidence of the parent's immigration status and UK address must be provided to the School.

5. Responsibilities of Parents

Parents are responsible for:

- Appointing a suitable educational guardian.
- Ensuring the guardian understands and accepts the responsibilities outlined within this policy.
- Providing accurate and up-to-date contact information for themselves and the guardian.
- Informing the School immediately of any changes to guardianship arrangements.
- Ensuring that the guardian can fulfil all responsibilities outlined within this policy.
- Ensuring suitable accommodation arrangements exist during Exeat weekends, holidays and emergencies.
- Meeting all costs associated with guardianship arrangements.

The School reserves the right to reject guardianship arrangements that it believes do not adequately safeguard a pupil's welfare.

6. Appointment of Educational Guardians

The School expects the guardianship arrangements to meet the expectations outlined in this policy.

Educational Guardians must:

- Be appointed through an AEGIS-accredited or BSA Certified Guardianship Organisation, or be a nominated friend of the family or family member.

- Meet the following requirements:
 - Live withing 2 hours of the School
 - Be over 25 years old
 - Be British citizens or hold settled status (e.g., ILR, EU Settled Status)
 - Reside in the UK and not hold a temporary visa (e.g., tourist, pupil, work visa)
- Have no criminal convictions or safeguarding concerns (applies to all household members)
- Provide written confirmation of their responsibilities
- Not be a full-time student

For all pupils whose parents live overseas who have not chosen a family member or friend as a guardian, the School requires that you appoint a reputable guardianship organisation that is accredited by either:

- AEGIS (the Association of Educational Guardians for International Students
Website: www.aegisuk.net
or
- BSA (Boarding Schools Association).
Website: www.boarding.org.uk/bsa-initiatives/bsa-certified-guardian-scheme/

If parents fail to provide a suitable guardian, the School reserves the right to employ the services of a Guardianship Agency who will appoint a guardian, the cost of which, including any administrative costs, will be charged to the parents' account.

7. Guardian Approval Process

BSA or AEGIS Accredited Guardians

Where a guardian is appointed through an AEGIS-accredited organisation, the School will normally accept the organisation's safeguarding and suitability checks.

The guardian or guardianship organisation will be required to confirm acceptance of this policy and provide all relevant contact information.

Private Guardians

Where parents appoint a private guardian, the School will require:

- Photographic identification (passport or driving licence)
- Proof of current residential address dated within the previous three months
- Confirmation of immigration status where applicable
- Emergency contact details
- Confirmation that the guardian accepts the responsibilities outlined within this policy

For sponsored pupils, the School may require evidence of safeguarding checks or other information necessary to satisfy UKVI requirements.

The School reserves the right to request additional information where deemed necessary.

8. Safeguarding Requirements

The welfare of pupils is paramount.

Where a pupil stays with a private guardian, host family or other adult arranged through the guardian, the guardian remains responsible for ensuring that appropriate safeguarding measures are in place.

All adults regularly in contact with pupils at guardian households must be free from convictions or safeguarding risks. The School may request additional information where concerns arise regarding the suitability of any arrangement.

Any safeguarding concerns relating to guardianship arrangements will be managed in accordance with the School's Safeguarding and Child Protection Policy.

9. Responsibilities of Educational Guardians

Educational guardians are expected to:

General Responsibilities:

- Act on behalf of parents when required.
- Maintain regular communication with the School and parents.
- Be available in the event of an emergency.
- Support the pupil's welfare and wellbeing whilst in the United Kingdom.

Accommodation Responsibilities:

The guardian must be able to provide, or arrange, suitable accommodation:

- During Exeat weekends if the pupil is not joining a School International Society trip.
- During half-term holidays.
- At the beginning and end of terms where travel arrangements do not align with School dates.
- In the event of flight delays, cancellations or travel disruption.
- If the pupil is unable to remain in School for medical or disciplinary reasons.

Medical and Welfare Support

The guardian may be required to:

- Collect a pupil who is unwell and unable to remain in the Medical Centre.
- Support attendance at medical appointments where necessary.
- Provide temporary accommodation during periods of illness or recovery.

School Communication

The guardian may be asked to:

- Attend parents' meetings or school appointments where parents are unable to do so.
- Assist with communication between the School and parents.
- Support the School in urgent decision-making situations.

Contact Information

The guardian and parents must notify the School immediately of any change to:

- Address
- Telephone number
- Email address
- Immigration status where relevant

Parents must submit a Parent Contact Details Change Request Form via My School Portal 'MSP' **Parent Contact Details Change Request Form**.

10. Private Fostering Arrangements

Parents and guardians should be aware that certain guardianship arrangements may constitute private fostering under UK legislation.

Where a pupil under 18 resides with an adult who is not a parent, legal guardian or close relative for 28 days or more, the arrangement must be notified to the relevant local authority.

Parents and guardians remain responsible for complying with any private fostering notification requirements. The School may seek confirmation that appropriate notifications have been made where required.

11. Dauntsey's School Responsibilities

The School will:

- Maintain accurate records of guardianship arrangements.
- Monitor the welfare and wellbeing of all pupils.
- Liaise with parents and guardians regarding pastoral, academic and welfare matters.
- Comply with safeguarding obligations and UKVI sponsor duties.

- Review guardianship arrangements periodically to ensure they remain appropriate.
- Act where arrangements are deemed unsuitable or present a safeguarding concern.

Where the School believes that a pupil's welfare may be compromised, it reserves the right to require alternative guardianship arrangements to be made.

12. Monitoring and Review

The School reviews guardianship arrangements annually and whenever significant changes occur.

Parents must ensure that guardianship information remains accurate and up to date throughout a pupil's time at Dauntsey's School.

Failure to maintain appropriate guardianship arrangements may affect a pupil's ability to remain at the School and, where applicable, may impact visa sponsorship.

13. Policy Review

This policy will be reviewed annually or sooner if changes to legislation, safeguarding guidance, National Minimum Standards or UKVI requirements necessitate amendment.

Reviewed: June 2026

Next Review: June 2027

Owner: Huw Thomas, Deputy Head (Pastoral)

Approved By: Senior Leadership Team