



FARRINGTONS
SCHOOL

GUARDIANSHIP (FOR BOARDING STUDENTS) AND LODGINGS POLICY

Updated: September 2025

Revised by: SPA

Revision Date: September 2026

Farringtons School Guardianship (For Boarding Students) and Lodgings Policy

1.1 Introduction

1.1 During term time the School takes responsibility for each student's welfare and acts in loco parentis. However, there are times (e.g. Half term breaks, medical circumstances or if a student is suspended or excluded by the School, etc.) when the School must be able to hand over parental responsibilities to another adult – the appointed Guardianship organisation / Guardian.

1.2 All parents resident abroad must arrange appropriate guardianship support for their child or children while they are pupils at Farringtons School. This is the case for all pupils, regardless of age.

1.3 All guardians must be resident in the UK and able to act with the full authority of the parents.

1.4 The choice of guardian is the responsibility of the parent: the school can accept no legal responsibility for any guardianship arrangements. The school expects the guardianship arrangements to meet the expectations outlined in this policy.

1.5 Any change of guardian must be communicated to the school by completing and submitting a Guardian Form.

2 Aim

2.1 The overriding consideration is our duty of care to our pupils. This policy is constructed to be straightforward and workable.

2.2 Our aim is to take into consideration the interests and preferences of the various parties affected by guardianship arrangements for pupils from overseas. These parties include: UK authorities; the school's administration and staff; Housemaster / mistress; the parents of the pupil; guardians and guardianship agencies; recruiting agencies; our international pupils.

3 Eligibility of Guardians

3.1 The guardian may be an appointed guardian via a guardianship agency or a nominated friend of the family or another family member, providing they meet the following criteria:

3.2 The guardian should be over 25 years of age and live within 1 - 2 hours drive of the school.

3.3 The guardian must be British or have settled status in the UK and independent of any educational institution.

3.4 The guardian must speak sufficient English to communicate by telephone and email adequately with the School.

3.5 The guardian must not be a full time student.

3.6 Be a close family member of the parent of the Child Student (grandparent, brother, sister, step-parent, uncle, aunt).

3.7 Be prepared to act on the parents' behalf

3.8 Able to ensure a student has somewhere to stay during half-term breaks and during the longer holidays if necessary.

3.9 Be available in case of an emergency.

3.10 Does not have a criminal record or anyone living regularly with the nominated guardian does not have criminal record.

3.11 Who is acceptable to the Head.

3.12 Be prepared to complete and sign a letter of undertaking and provide a copy of their passport, immigration status if not British and proof of address.

3.13 For all international students who have not chosen a family member or friend as a guardian, the school strongly recommends that you appoint a reputable guardianship organisation that is accredited by AEGIS (the Association of Educational Guardians for International Students).

3.14 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.

3.15 Contact details for AEGIS are as follows:

The Secretary
66 Humphreys Close
Randwick
Gloucestershire
GL5 4NY
Telephone: 01453 755 160

E-mail: secretary@aegisuk.net

Website: www.aegisuk.net

3.10 We are happy to provide parents with a list of local AEGIS accredited guardians but are not in a position to recommend any particular guardian.

4 Guardian's Role and Responsibilities

4.1 Act with delegated parental authority in the case of an emergency and in other matters agreed by the parents.

4.2 Provide suitable living and studying accommodation in accordance with the Children Act (1989) and other UK legislation during the school holidays and in the event of an emergency. Students aged 11-18 are required to live with a direct family member, guardian or host family. Students are not permitted to stay in hotels, bed and breakfasts, Airbnb or similar accommodation. Accommodation provided during the school holidays by guardians or host families should take into consideration the needs of the pupil. The minimum expectations are as follows:

- A student should have adequate living space and their own bed in a bedroom
- Access to Wifi
- Pupils are expected to clear up after themselves and help with light household chores, but should not be expected to undertake heavy household duties.

- 4.3 Respect and support the rights, religion and customs of the international pupil.
- 4.4 Ensure the School is advised of any pupil requiring medication and that the school receives the prescribed dosage and any administration instructions.
- 4.5 Ensure that pupils receive any medical attention they may require during the school holidays and in the event of an emergency. Full details of any visits to the doctor / hospital and any drugs prescribed must be passed to the school medical staff upon the pupils return.
- 4.6 Arrange safe travel arrangements to and from school including transport to and from airports, train terminals etc.
- 4.7 Provide safe care during any absence from the school, for example, long term illness or exclusion. In the unusual event of the School having to close due to an epidemic or a pandemic the guardian will be responsible for collecting and caring for the pupil.
- 4.8 Collect and return the pupil to and from the school in accordance with the published term dates or ensure that suitable arrangements are made and confirmed in writing with the School.
- 4.9 Be willing to receive school reports and other communication from the school and attend Parents' / Guardians' Evenings if requested to by the pupil's parent.
- 4.10 Provide immediate contact information if they are away from their UK home or out of contact for any period of time. This second contact must be appointed by the guardianship organisation or fully authorised by the parents and will be subject to the same requirements as the main appointed guardian;
- 4.11 Ensure a Guardian Form and Letter of Undertaking is completed.
- 4.12 Be familiar with the school's rules, regulations and policies;
- 4.13 Notify the school of any change of email or mailing address or contact numbers.

5 Pupils Without A Guardian

- 5.1 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 will be charged to the parents' account.

6 Lodgings

- 6.1 Pupils attending Farringtons School will fall into one of four categories; A day student, a full term boarder, a weekly boarder or a flexi boarder.
- 6.2 Farringtons School does not allow any pupil of the school to reside off site within any form of lodgings arrangement. Day pupils attending the school are expected to live with close family members.

7. Staff Acting as Guardians or a Host Family

7.1 Members of staff must not be appointed as guardians. And, unless there are exceptional circumstances e.g. Covid quarantine or flight cancellation, and the arrangement is agreed in advance with the Head or Head of Boarding, they must not act as a host family.

7.2 Staff wishing to act as a host family for non Farringtons pupils, during the school holidays must be registered with an approved accredited Guardianship Agency.