



Guardian Requirements for Overseas Students

It is a condition of entry to Claremont School that children without a parent resident in the UK must delegate parental responsibility to a suitable local guardian. The selection of a guardian is the parent's responsibility. While a child is with his/her guardian, the parent – not the school – is responsible for his/her welfare.

AEGIS (Association for the Education and Guardianship of International Students) can provide you with a list of reliable local guardianship agencies, as necessary.
www.aegisuk.net

Please return the completed form to the Admissions Team:

Name of Student:	
Full Name of Guardian:	Title: Mr / Mrs / Miss / Ms / Dr / Prof
Full Postal Address:	
Post code:	
Daytime Telephone :	Evening Telephone:
Mobile Telephone:	Email:
Nationality	
Does the Guardian wish to receive copies of school correspondence? e.g. school reports Yes No	

It is assumed that the student will be spending the holidays with their Guardian. If this is not the case, or if the student is not travelling directly home during the holidays, please give us the name and address of the person with whom the student will be spending this leave. (It is the responsibility of the parent/guardian to ensure that satisfactory arrangements are made). By signing you are agreeing to keep us informed of any subsequent changes to the Guardianship.

The guardian above details is provided by:

Signature:	Printed name in full
Relationship to child:	Date:

Specific requirements and conditions of Guardians

You will have chosen Claremont Senior School secure in the knowledge that it offers an excellent pastoral care system. Even so we feel it is vital for a child's welfare and happiness that there is someone outside the school, but who lives reasonably close, to turn to for support and guidance to complement the care from within the school.

A Guardian or Guardian Agency must be appointed before a student enters Claremont.

The guardian must:

- **Be aged 25 years old or older and live within reasonable travelling distance of the School.**
- **Be contactable at all times and notify the School of any change of address or contact details, including for short periods of time such as holidays.**
- **Provide a point of contact for Claremont for the discussion of matters concerning the student's general welfare or academic progress and if possible help communication between Claremont and the parents if there is a language barrier.**
- **Look after a student as agreed with the parents during holidays.**
- **Be prepared to take temporary care of the student if he/she has been suspended for a serious breach of the School rules.**
- **Care for the student in an emergency, including in the event of infectious or serious illness, or if the school is closed due to a pandemic.**
- **Inform Claremont if they are away from their usual address for any length of time and how they may be contacted in an emergency.**
- **Ensure that they register, as necessary, with their local Social Services and Police Station as required under the Children's Act. They should also hold appropriate insurance and third party liability cover.**

Guardians are appointed by parents, not the school. Often they are friends or relations of the student's family. Sometimes they are professional guardians recommended by agencies who have accepted the guidelines set out by Claremont. Claremont can put parents in touch with guardian agencies, but is not responsible for the conduct of any particular agency.

Important Notes for Guardians

1. An educational guardian is expected to take a personal interest in the progress and welfare of the student; the extent of this must naturally be a matter of agreement with the pupil's parents. The School very much encourages guardians to attend school functions such as parents' evenings and performances/concerts when the parents cannot be present.
2. The guardian should also be prepared to provide care and supervision during half-term holidays and other holidays not spent at home, as well as helping with the organisation of travel arrangements. This can also be an important opportunity for students from overseas to experience staying in a family home in England, getting to know their guardian and joining in family life. Communications concerning holidays should be directed to the Head of Boarding.
3. Pyke House re-opens on the Sunday evening before term starts. Students must arrive back between 4pm and 6:30pm. Students cannot not arrive beforehand as the accommodation will be closed and the boarding staff will not be on site. The guardian should make arrangements so that the student respects these times.
4. Accommodation during holiday periods must comply with our standards. There must be adequate adult supervision.
5. Experience shows that these responsibilities can be rewarding and that being a guardian makes a significant contribution to ensuring that boarding is a happy and enjoyable experience for young people from overseas.