

I hope the following information will help you to understand the School's policy regarding the guardianship arrangements for overseas pupils which is in line with the Children Act 2004, the Protection of Children Act 1999, the Care Standards Act 2000 and the Childcare Act 1999. Royal Russell School, in promoting and safeguarding the welfare of every boarding pupil, including those over the age of 18, requires parents who do not live in the United Kingdom to appoint a guardian to act on their behalf.

The above legislation protects the rights of children and makes 'proper and appropriate care' a compulsory requirement.

We include copies of the necessary forms for you and your nominated guardian or guardianship organisation to sign and return to us once a firm arrangement has been made.

School's Guardianship Requirement

During term time, the School is legally responsible for each pupil's welfare and undertakes parentally designated responsibilities. However, there are times (eg weekend leave, May bank holiday weekend, half-term breaks, or if a pupil 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, unless alternative arrangements have been made in advance.

It is essential that a guardian is nominated before the pupil joins Royal Russell School and that we are advised of the guardian's name, address, and contact details BEFORE THE PUPIL JOINS.

We may be unable to accept pupils on to the campus if we do not hold up-to-date Guardian details.

Parental Responsibility

The choice of a guardian is entirely the responsibility of the parent and the School accepts no legal responsibility for any guardianship arrangements. However, we do require the arrangements to be satisfactory and to meet our expectations as set out in this document.

If the School considers that the guardianship requirements are not being met or that the appointed guardian is unsatisfactory, the School will invite parents to find a new guardian. Should parents fail to do so, they will be required to use an AEGIS accredited organisation to make adequate guardianship arrangements.

It is the parents' duty, at the earliest opportunity, to inform the School of any change in their guardianship arrangements.