



Education Guardian Policy

1. Introduction

- 1.1. The technical meaning of 'guardian' refers to a person who is appointed to care for a child because the parents or guardians have died, or to a person acting as a testamentary guardian or a guardian of the child's estate. This type of guardian is referred to as a Legal Guardian. A Legal Guardian has Parental Responsibility for the child, which means they hold the range of rights and duties which a parent has by law in relation to their child and his or her property. It is therefore essential that all contracts between Reed's School and the parents and any Tier 4 Visa applications are signed by the parents or Legal Guardian and not the Education Guardian.
- 1.2. Education Guardian is not a legal term and should not be used interchangeably with Legal Guardian. An Education Guardian is someone who has been appointed to care for an international pupil in the UK and who has been delegated temporary Parental Responsibility by the parent(s) or Legal Guardian(s) residing overseas.
- 1.3. An Education Guardian's responsibilities usually include caring for the pupil as would a responsible and caring parent by, for example, being in regular contact with him or her and providing advice and support as needed. The terms of appointment and age of the pupil are key. For a pupil under 18, an Education Guardian will typically care and take responsibility for them if he or she is unwell, suspended or expelled. The role may also include being authorised to make certain decisions concerning the pupil on the parents' behalf, such as consenting to emergency medical and dental treatment and dealing with matters of a disciplinary nature. The Education Guardian may arrange travel for the pupil and provide or arrange accommodation. For an older pupil, the Education Guardian may play a lesser role and be appointed only to provide support and advice to the pupil on request.

2. Appointment of Education Guardians

- 2.1. Reed's School requires international (overseas) pupils in the UK to have an Education Guardian who is resident in the UK, who can provide valuable support to the pupil during their time at Reed's. It is important that these educational guardians are suitably competent and properly appointed by the pupil's parents or legal guardian.
- 2.2. It is the responsibility of the parents to make these necessary Education Guardian arrangements and to notify the School in advance of the pupil starting at Reed's. Guardians can be a family member, a family friend, a host family or arranged through a specialist agency. Reed's School is unable to make any guardianship arrangements.

- 2.3. With parents being responsible for the appointment of a suitable education guardian, they are also responsible for carrying out appropriate safeguarding checks.
- 2.4. The Education Guardian is required to fulfil the parental role and make decisions where necessary on behalf of the pupil, on those occasions when the parents cannot be contacted. It is therefore recommended that parents appoint a guardian who is accessible in an emergency, at least 25 years of age and fluent in English. It is also hoped that guardians will be local to the school and able to be involved in School activities such as plays, sporting fixtures and Speech Day and get to know the boarding house staff responsible for the day to day pastoral care of the pupil. Reed's School does not expect an Education Guardian to be living in in a university hall of residence.
- 2.5. Guardians are also responsible for providing a home environment and support when the pupil is unable to stay with the parents:
- During School holidays, half terms and weekend exeats;
 - At the beginning and end of terms where flights home may not coincide with term dates;
 - If the School has to close temporarily due to an emergency;
 - If the pupil is ill or injured and needs to be away from the School on the advice of the School Doctor;
 - If the pupil if temporarily suspended due to a disciplinary offence.
- 2.6. If guardian arrangements change during the pupil's time at Reed's, parents must notify the Headmaster in writing.

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