

Guardianship – Terms & Conditions

- Following *The Children Act (1989)*, *The Protection of Children Act (1999)* and *The Care Standards Act (2000)*, Lancing College, in promoting and safeguarding the welfare of every student, 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

During term time the school is legally responsible for each student’s welfare, and undertakes parentally delegated responsibilities. However, there are times (eg Exeat Weekends, Half Term breaks, or when a child is suspended or expelled by the school, etc) when the school must be able to hand over these parental responsibilities to another adult – a properly appointed guardian.

- Guardians may be a family member or relative, or family friend who is over 25 years of age and who is not a full-time student, but is resident in the UK. If such a contact in the UK is unavailable, guardians can be provided by a reputable guardianship organisation. It is important that the guardian is close to the school in order to take on this in loco parentis role when need requires – and we recommend they should be within 2 hours’ travel from the College.
- Lancing College is a member of AEGIS, a national body for monitoring and regulating the welfare of international students. AEGIS provides accreditation of guardianship organisations in line with the new National Minimum Standards for Boarding and guidance from the NCSC (National Care Standards Commission). There is a list of accredited guardianship organisations at the end of this document. Whilst Lancing College is not in a position to recommend guardianship organisations, many of these are used by current families at the College.
- An appointed guardian will:
 - Be a 24-hour point of contact for parents, student, school (and host family if applicable)
 - Act with delegated parental authority in the case of an emergency or crisis and in other matters agreed by the parents
 - Provide both pastoral and educational support
 - Attend parents’ evenings and other key events in order to support the child in their care
 - Liaise with the school and parents over holiday and Exeat arrangements
 - Make appropriate arrangements for medical care
 - Inform the school in writing about all the details of travel arrangements made prior to a child leaving the school for an Exeat Weekend or a longer holiday period. The school must know the exact details of a pupil’s accommodation and methods of transportation
 - Appoint, with the approval of their ward’s parents, another suitable adult to undertake the guardianship responsibilities, should they need to be out of the country or are otherwise incapacitated, and inform the school of any such appointment.

Guardians should also respect the rights, religion and customs of a child, and adhere to what is commonly regarded as best practice in the guardianship and hosting of international students. This includes having in place a proper agreement with the student’s parents as to what the guardian’s responsibilities are.

- Should the appointed guardian be considered by the school to be 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.

Before starting at Lancing College, you will receive a joining form that includes a travel consent section and a section to nominate your chosen guardian. This form must be completed before arrival. Once submitted, a separate form will be sent to your nominated guardian for them to complete.