

# Educational Guardianship policy

~~2023-~~

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Reviewed by:  
Dee Robins: 19 June 2023

Approved by CSC: 20 June 2023

Next review: August 2024

# 1 Introduction

1.1 MPW greatly values the diversity that both its UK and international students bring to the college community. We very much value the input and the support of our Educational Guardians. They provide support for students outside of college and their living arrangements, a friendly voice in times of need, and a homely environment outside of college that helps students to have a well-needed break as well as providing support at times of crisis.

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- 4.2 be resident in the UK for the entire duration of the student's stay in the UK and must have evidence of their right to remain in the UK;
- 4.3 be able to be at the college (by car or public transport) within two hours, if we require you do so;
- 4.4 be fluent in the English language and be able to provide a point of contact for the college;
- 4.5 inform the college if leaving the UK for a period of time and of alternative arrangements (approved by the student's parents) before the period of absence commences; and
- 4.6 not be a member of MPW staff.

## 5 Responsibilities of the Educational Guardian

The Educational Guardian's responsibilities are to:

- 5.1 provide the college with proof of identity (passport or driving licence) and, where relevant, proof of immigration status;
- 5.2 be a 24-hour point of contact in an emergency throughout the academic year;
- 5.3 liaise with the college over all matters pertaining to a student's welfare, including pastoral, academic or medical care;
- 5.4 in a crisis, if the college is unable to contact parents, be prepared to act with delegated parental authority to give permission for medical care;
- 5.5 be able to collect and safely accommodate the student in their home at short notice in case of an emergency;
- 5.6 be able to collect the student and ensure their safe return to their parents if the student is required to be away from college (e.g., because of a disciplinary issue or a medical issue);
- 5.7 collect and accommodate the student in their home at half-term and during holidays and at the beginning and end of term if required;
- 5.8 provide support for medical emergencies, including taking students to hospital appointments or staying with students who need to be hospitalised overnight;
- 5.9 pay all legitimate expenses incurred for the student by MPW and by the student themselves;
- 5.10 give consent for co-curricular activities and trips that the student wishes to be involved in;
- 5.11 ensure arrival and departure times comply with the college's published term dates;
- 5.12 arrange travel to and from the college at beginnings and ends of terms, half terms, and for exeats (boarders only);
- 5.13 formally submit all leave requests for approval via the college's preferred pathway.
- 5.14 support the college in guiding students academically and behaviourally, where attendance falls short of expectations, and in attending parents' meetings and events on behalf of parents.

- 6.2 The college ensures that Educational Guardians promote the welfare, physical and emotional wellbeing by taking the following steps:
- The Educational Guardian's identity and address will be verified.
  - If in boarding accommodation, the Houseparents will check before a boarder stays with a guardian or host family that they feel comfortable with the arrangements
  - The Educational Guardians or host families are informed of any medical or emotional needs of students in their care in advance of their stay
  - Following a stay with an Educational Guardian or host family, students will be asked by staff directly in one-to-one pastoral meetings about the arrangements in place for Educational Guardians.
- 6.3 Where concerns about a guardianship arrangement arise, the college will refer to external agencies as and when required.
- 6.4 If the nominated Educational Guardian is unable to fulfil the obligations as described – or if we are unable to make contact with them – MPW reserves the right to engage the services of an alternative (AEGIS accredited) emergency guardian and any additional charges incurred will be passed on to the student's parents.

## **7 Homestay Arrangements for Boarders**

- 7.1 A Homestay arrangement is where the student's parent(s) appoint a person to take temporary responsibility for the safety and wellbeing of the student, for instance over a weekend or school holidays. This is normally arranged through the Educational Guardian who will be expected to carry out all required safeguarding checks on the Homestay family.
- 7.2 The parent(s) or the Educational Guardian must provide the MPW boarding team with details of the person(s) with whom the student is staying as part of the Homestay prior to the Homestay. These persons must be in the UK for the entire duration of the student's stay with them, be over 25 years of age and have the right to resi( )10.6 (w)-3h