

## **Educational Guardians – Guidelines for parents and boarding staff of boarders at RGS High Wycombe.**

During their time at RGS High Wycombe, all international boarders or those living in excess of 150 miles must have an Educational Guardian. Guardians may be a relative or a family friend who is over 23 years of age and resident in the UK. The Guardian must be appointed by parents before the student starts at RGS. The Guardian must also reside within 150 miles of RGS High Wycombe.

An education guardian may be a family member, a family friend, or a guardianship agency. Most overseas parents at RGS use family friends or relatives, although some do use those appointed by an Agency. RGS does not recommend any agencies but you should take the appointment of an Educational Guardian seriously as they can support your son in many ways. The responsibility for choosing an appropriate education guardian rests solely with the parents. The parents are responsible in each case for satisfying themselves about the suitability of an education guardian. If you are using an Agency we would highly recommend that they are accredited by AEGIS (Association for the Education and Guardianship of International Students). We would also recommend that the agency is a member of the BSA Certified Guardian Scheme. **Parents must record the Educational Guardian on the Boarding Admission Form. RGS HW will hold this data as an additional contact to parents.**

The Educational Guardian is an extra link between parents and school. They provide support and advice to the student and may help with the following responsibilities

All Guardians will;

- take responsibility for a boarder during an emergency should they be required to leave the School for any reason at short notice, usually on the same day, during term time.
- provide a home for the student if they are unwell for prolonged period during term time.
- provide a home at half term, Exeat weekends or end of term if the student is not returning home.
- provide details of leave arrangements if the student is staying with the guardian.
- provide time at the beginning and end of term for the student to recover from jet lag or prepare for travel if required.
- in the extremely rare event that a student is excluded from the school for disciplinary reasons they may need to be collected at short notice. Under these circumstances take responsibility for travel arrangements and accommodation. It may also be necessary for the educational guardian to be present at any relevant meetings with senior staff from the school. (Although this may be done via Video conferencing directly with parents.)

Some Guardians will also help

- help supervise your son's academic progress by attending parent/teacher meetings when required.
- arrange travel to and from the UK in conjunction with the parents and arrange travel to and from the school to the airport. **It is the responsibility of the parent** in conjunction with the school to arrange suitable transport dependent on age of the student to and from airports. This could involve using the Educational Guardian.