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## SCHOOL STATEMENT OF SERVICE

St George's Guardians are a dedicated Guardianship Organisation put in place for the welfare and safety of international students studying in the UK. We work closely with educational establishments to actively promote a healthy, enjoyable and safe experience for all our students in the UK as well as assistance to Schools when requested.

Every student under our care will have a legally binding contract in place made between St George's Guardians and the Parents/Agents. This contract provides us with permission to act on their behalf in the best interest of the students whilst they are residing here in the UK.

St George's Guardians are members of the BSA (Boarding School Association) Guardianship Section, and hold the BSA Covid-Safe Charter for our Lions House homestay, providing relaxing quarantine accommodation as well as an isolation area for all students requiring those facilities. Please see our Covid-19 Quarantine page on [www.stg-guardians.co.uk](http://www.stg-guardians.co.uk).

St George's provide a variety of plans and fees to suit the 'very individual' needs of each student. We actively encourage our students to take part in joining school activities and clubs, as well as additional activities i.e. driving or riding lessons. We also arrange activity days out; through to work experience days and University trips.

*Our 3 levels of service are: Bronze: For experienced and older students: Silver: Suitable for all students alike, and Gold: Suitable for all students, but including younger students, those with special needs, or others who would like to take advantage of some of the exciting activities we can arrange for them. All details of our Levels of service can be found on our website at [www.stg-guardians.co.uk](http://www.stg-guardians.co.uk). Schools will be able to discuss the level of service provided for each individual student upon request.*

### **St George's Guardians adheres to the following rules:**

- Staff employed or self-employed representing the Guardianship and supporting the students will be aged 25 years or older and live within a reasonable traveling distance of the School.
- All staff members hold an enhanced DBS certificate.
- St George's Guardians have a DSL and Prevent Lead. (Maria Saranti)
- All staff members are trained in Safeguarding and the Well-being of Children holding the appropriate certification.
- Our staff will be contactable at all times, and also be responsible for notifying the school of any change of contact details.
- The Guardianship will actively work with the school providing a useful point of contact for the discussion of matters concerning the student's general welfare, or academic progress, and also offering any necessary help in communication between the School and the parents if a problem arises.
- The Guardianship will be responsible, and provide safe accommodation at half terms, exclusions or longer school holidays, as well as care for a student in an emergency, including in the event (following the Gov. Advice) of serious illness, or if the School is closed due to a pandemic.

- Where a student is staying in the UK, the guardians will ensure they have all the necessary emergency contact details
- for students having an exeat break, or any other break requested by the student and agreed by the parent with the
- School and where the Guardians have been informed.



## School Statement of Service Continued..

- St George's will provide assistance when requested to the students including accompaniment to Government Offices for the process of acquiring essential documents that they may need.
- We will provide assistance to a student wanting to open a bank account, including organising paperwork, travel and accompaniment.
- We will assist in a variety of situations that may occur including arranging phone cards, replacement laptops, and other such items as they feel necessary.
- We will liaise closely with the school nurses if requested and in accordance with data protection rules.
- We will undertake to visit the student within the first few weeks of their arrival at their new school (where possible - depending on the current Covid-19 rules and quarantine regulations in place at that time – where it is not possible we will undertake meetings using Zoom, Skype or other form of video meeting that is preferred by the student)
- When acceptable to visit the School, we will follow the school rules and regulations for safeguarding, and carry our ID at all times. (During the present pandemic we will adhere to all the DfH & School guidelines, including wearing masks, using sanitiser and distancing.
- Following their first meeting (and dependent on level of service chosen) we will set up meetings as and when requested by the student or their parents, and in accordance with school rules and regulations. (We will also notify all necessary school departments of our intention to visit)
- Prior to the student arriving in the UK they will receive confirmation of their taxi/named driver together with photo where possible who will be waiting for them in the arrival lounge, holding a board with their name on in.
- All transport providers used for the students hold DBS certification, and follow the current Government guidelines for passenger safety and wellbeing. (due to Covid-19 and Omicron)
- We will engage fully with the School with regard to the travel arrangements of each student, both arriving and leaving the UK, and whenever possible confirm to the school when the student has arrived home safely.
- We will ensure that all under-age minors traveling to or from airports or Eurostar are accompanied at all times by a responsible adult who will hold the necessary UAM paperwork to hand over to the airline/Eurostar staff when placing a child safely into their care.
- When a student is excluded or requested to leave the School for any reason, we will put in place accommodation and arrange transport to remove the student from the Campus in a timely fashion. (unless this is against the current Government guidelines) If a student has requested us to organise any specialist medical treatment or assessment for them, we will liaise directly with school and parents, and attain the necessary permissions prior to putting this in place.
- All our registered Homestays (including Lions House) will have passed the required health and safety regulations. We also ensure that anyone residing in the homestays, aged 16 and over holds enhanced DBS certification.
- All necessary insurance policies are checked (housing children as well as drivers' insurance if required)
- All homestays will be visited at least once a year for a H&S inspection and refresher safeguarding training. They will also receive regular updates on Safeguarding when necessary.
- All students in our care will have been provided with the Student Handbook for their reference.
- The Guardianship is registered with the Local Social Services as required under the Children's Act.

St George's Guardians, 7/9 Holmesdale Gardens, Hastings, East Sussex. TN34

Please note: We respectfully request that in the event of an emergency, the Guardian will be the first point of contact. Parents should of course be contacted, but the Guardian will act in their absence in loco parentis.



**ST. GEORGE'S**  
- GUARDIANS -

For more information please visit our website at [www.stg-guardians.co.uk](http://www.stg-guardians.co.uk)

For specific policies please contact our Guardianship Administrator on:  
07757 668031 or [info@stg-guardians.co.uk](mailto:info@stg-guardians.co.uk)

St George's Guardians Admin, DSL & Prevent Lead: Maria Saranti

St George's Guardians Deputy Administrator: Tobias Cuthbert

St George's Guardians Owner/Director: Giles Sutton

*St George's Guardians are registered with and follow the guidelines of the Office for Data Protection (Documents available for viewing)*

*The Guardianship holds all the appropriate insurance and third-party liability cover. (Documents available for viewing)*

**Our Commitment to Schools & Colleges is to be Helpful, Understanding and Supportive whilst being Mindful of the Well-being and Safeguarding of Our Student.**