

Guardianship Details

Name of Child _____

Name and address of appointed Guardian _____

Guardian's contact telephone/fax numbers _____

Guardian's email address _____

RESPONSIBILITY

RESPONSIBLE ADULT

(Tick as appropriate and, if necessary, provide further details)

Weekend arrangements	Parent	Guardian	Houseparent
Travel arrangements in the UK (at start and end of terms)	Parent	Guardian	Houseparent*
Travel arrangements in the UK (at half-terms)	Parent	Guardian	Houseparent*
Accommodation arrangements during half-term periods	Parent	Guardian	Houseparent*
Responding in the event of a disciplinary incident (which may involve suspension from the school)	Parent	Guardian	Houseparent*
Care for child in the event of prolonged illness during term	Parent	Guardian	Houseparent*
Authority to give permission for emergency medical procedures	Parent	Guardian	Houseparent
Authority to give permission for routine medical procedures	Parent	Guardian	School Medical Staff
Authority to give permission for trips and/or activities (which may incur cost or include potentially hazardous activities)	Parent	Guardian	Houseparent

*This responsibility cannot be given to Houseparents.

Parent Signature Date

Guardianship Arrangements

Parents who live abroad are required to appoint a Guardian to act on their behalf in the interests of their child. This is a school requirement, and is also of enormous value for your child's welfare and happiness whilst at West Buckland School and a vital point of contact for school staff.

It is hoped that Guardians will want to play a full part in the life of the school and they are welcome, in exactly the same way as parents are, to all events such as concerts, matches and other functions such as the annual Parents' Consultation evenings to discuss pupils' academic progress. Guardians should initiate and maintain regular contact with your son or daughter's houseparent, to keep them informed about practical arrangements as listed below.

Parents and/or Guardians are responsible for the following elements of their child's life as a boarder at West Buckland School.

1. Providing or arranging accommodation and travel for the pupil:
 - a) During school holidays and at half-terms, liaising with Houseparents well beforehand so that they are fully aware of all arrangements; or
 - b) If a pupil is suspended or has to have a period away from school on medical advice
2. To give permission for routine and emergency medical procedures
3. To give permission for trips and activities, which may incur cost

In order to avoid any confusion, please confirm the parental responsibilities you have delegated to this Guardian by completing and returning the form overleaf. The school will send a copy of this form to your appointed Guardian so that they are aware of what both you and the school are expecting them to be responsible for. Please be aware that your child may miss out on some activities if permission takes a long time to be received by the school. Travel arrangements made by the school on your behalf may incur a charge.