

# Education Guardianship Policy



**WYCHWOOD**  
SCHOOL • OXFORD

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<b>Reviewed By</b>	KP
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## Requirement for Guardianship

All pupils whose parents reside outside mainland UK must have an appointed guardian to ensure their welfare, safety, and support during their time at Wychwood School. This is both a safeguarding requirement and a condition of compliance with UK Visas and Immigration (UKVI) regulations 2025.

## Appointment of Guardians

Parents are responsible for appointing a suitable guardian for their child. Guardians may be:

- **Family Guardians:**  
A trusted family member or close relative who is resident in the UK and able to fulfil the responsibilities of guardianship.
- **Educational Guardianship Agencies:**  
A professional guardianship company, preferably accredited by AEGIS (Association for the Education and Guardianship of International Students) or a similar recognised body.

While families may choose either option, Wychwood strongly recommends the use of an AEGIS-accredited Educational Guardianship Agency to ensure the highest safeguarding standards, professional oversight and compliance with UKVI requirements.

## UKVI 2025 Requirements

From January 2025, UKVI requires that:

- All international pupils under 18 must have a nominated guardian in the UK as a condition of their visa.
- Guardianship arrangements must be formally documented and shared with the school.
- Schools are required to verify guardianship arrangements annually and retain records for inspection by UKVI and ISI.
- If a Family Guardian is appointed, parents must provide evidence of the guardian's suitability, including:
  - Proof of UK residency and address.
  - Signed written agreement confirming responsibilities.

- If an Educational Guardianship Agency is appointed, it must be:
  - Registered as a UK-based company.
  - Accredited by AEGIS or another UKVI-recognised body.
  - Able to provide evidence of safeguarding policies, 24/7 emergency cover and trained staff.

**Please note:** failure to provide a suitable guardian may result in the withdrawal of a pupil's visa sponsorship

### **Responsibilities of Guardians**

All appointed guardians, whether Family Guardians or Educational Guardianship Agencies, must:

- Be available to host the pupil during school holidays, exets and in emergencies.
- Act as the first point of contact in emergencies when parents are overseas.
- Attend Parents' Meetings and other key school events where possible.
- Provide support, guidance and advocacy for the pupil.
- Ensure the pupil's welfare, safety and wellbeing at all times.

### **Safeguarding and Oversight**

- The school reserves the right to refuse a guardian if they are deemed unsuitable.
- Houseparents will check on guardianship arrangements when pupils return to school after holidays and record information on travel, homestays, etc on ISAMS regularly.
- Guardianship records will be reviewed annually by the DSL and Director of Operations to ensure compliance with UKVI 2025 and NMS (National Minimum Standards for Boarding).
- Failure to appoint a suitable guardian may result in the pupil being unable to attend the school.