

# Guardianship Application

# Acorn Education Services Ltd.

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Please attach  
a recent  
photograph  
of the child.

## Personal

Gender Boy  Girl  First Language \_\_\_\_\_  
First Name \_\_\_\_\_ Other languages \_\_\_\_\_  
Last Name \_\_\_\_\_  
Date of birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
City of birth \_\_\_\_\_  
Country of birth \_\_\_\_\_  
Nationality \_\_\_\_\_

**Standard of English**  
Beginner  Intermediate   
Fluent  Advanced   
Religion \_\_\_\_\_

## Passport

Passport No. \_\_\_\_\_  
Issuing Country \_\_\_\_\_  
Date of Expiry \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Visa**  
Is visa required for student to enter country? Y / N  
If so, has this visa been obtained: Y / N  
Date of Expiry: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Parents must obtain visas before the student travels to the UK. It is extremely difficult to obtain visas once the student arrives in Britain and he / she may be refused permission to stay.

## Medical

Does your child have any health problems such as allergies or asthma? Please include information about any psychiatric or emotional problems (Continue on another sheet if necessary). \_\_\_\_\_

Currently prescribed medicine? \_\_\_\_\_

Any history of use of non prescribed drugs or alcohol? \_\_\_\_\_

Are there any special dietary requirements? \_\_\_\_\_

Family: Are there any facts about the applicant's home circumstances which it would be helpful for us to know? \_\_\_\_\_

## Insurance

Arranged by / with School

What insurance have you taken out to cover your child while they are living in the UK (medical, personal possessions, travel, public liability etc.)? \_\_\_\_\_

## History - Past Schools

Dates	Name & Type of School	Town	Country
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**School Attending in the UK**

School \_\_\_\_\_

Date Starting \_\_\_\_\_ Class \_\_\_\_\_ House (If known) \_\_\_\_\_

Has your child ever been suspended or expelled from a school? YES  NO

If yes, please give details below (Continue on another sheet if necessary).

\_\_\_\_\_

Any specific learning difficulties? \_\_\_\_\_

What is the reason for your child being educated in the UK? \_\_\_\_\_

Have you ever had any other guardianship arrangements in the UK? YES  NO

If yes, please give details below and reasons for leaving (Continue on another sheet if necessary).

**Parents**

Fathers Name \_\_\_\_\_ Home Phone No. \_\_\_\_\_

Address \_\_\_\_\_ Fax No. \_\_\_\_\_

\_\_\_\_\_ Mobile Phone No. \_\_\_\_\_

\_\_\_\_\_ Emergency No. \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Occupation \_\_\_\_\_

Mothers Name \_\_\_\_\_ Home Phone No. \_\_\_\_\_

Address \_\_\_\_\_ Fax No. \_\_\_\_\_

(If different \_\_\_\_\_ Mobile Phone No. \_\_\_\_\_

from above) \_\_\_\_\_ Emergency No. \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Occupation \_\_\_\_\_

**UK Contact** Whom should we contact first in case of an emergency. If there is a relative or friend who your child is allowed to visit and stay with, please give their details below.

Contact Name \_\_\_\_\_ Home Phone No. \_\_\_\_\_

Address \_\_\_\_\_ Fax No. \_\_\_\_\_

\_\_\_\_\_ Mobile Phone No. \_\_\_\_\_

\_\_\_\_\_ Emergency No. \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Relationship \_\_\_\_\_

**Host Family** Any special requirements or area? \_\_\_\_\_

*We will use our discretion. We cannot guarantee that we will be able to accommodate your wishes, but we will do our best.*

**Signature**

Form completed by \_\_\_\_\_ Relationship to student \_\_\_\_\_

*Please note that the requested services will commence as soon as a deposit and one term's fees have been received.*

# GUARDIANSHIP: TERMS AND CONDITIONS

## Acorn Education Services Responsibilities

**Acorn Education Services Ltd.** hereinafter referred to as '**The Guardian**', accept responsibility for guardianship on the understanding that parents have revealed all relevant information about their child and the student will comply with the requirements of the guardian at all times.

## Parents Responsibilities

Parents should notify **The Guardian** of any changes in their circumstances or any information that comes to their notice that would assist them in the care of the student.

**The Guardian** and Host Families exercise the same duty of care responsible parents would in relation to the student. The amount of independence allowed will depend on the age and other attributes of the individual student. If the parents wish any specific restrictions to be placed on their child, these should be given to **The Guardian** in writing. There may be occasions when specific written consent of the parents is required for a particular activity.

## Commencement of the Guardianship Contract

The guardianship contract will not commence until receipt of the deposit, the first terms fees and this form fully completed.

## Termination of the Guardianship Contract

**The Guardian** reserve the right to relinquish the guardianship of a student and to discontinue all responsibilities as guardian if circumstances arise which are considered unsatisfactory. Notification of any such decision will be given in writing.

To withdraw a student from guardianship, one academic term's notice is required, in writing. Failing this, **The Guardian** reserves the right to charge for the remaining term at the lowest level of cover.

If in the course of guardianship it is discovered that the category of guardianship selected is not suitable to cover the students needs, **The Guardian** reserves the right to ask the parents to reconsider their choice. If the parents do not agree with this suggestion it may be necessary to terminate the guardianship agreement.

## Fees / Accounts

Basic Guardianship fees are due in full before the start of each school term.

Accounts rendered are payable within the date specified on the invoice.

The guardianship fee does not include the students disbursements (see Guardianship Fees), or any costs incurred by **The Guardian**, through the execution of responsibilities beyond those listed under "Categories or Guardianship" (see schedule of fees for extra services).

In the event of fees or accounts being outstanding for longer than one month, a further one months notice will be given in writing. After this time the contract for guardianship automatically lapses and the school will be notified accordingly.

## ACCEPTANCE OF GUARDIANSHIP

Please indicate the level of guardianship required    Gold     Platinum

I / We have read and accept the terms and conditions listed above and request that you undertake the guardianship of my child:

Name of Child: \_\_\_\_\_

Signature of father \_\_\_\_\_ \*\*    Print Name \_\_\_\_\_

Signature of mother \_\_\_\_\_ \*\*    Print Name \_\_\_\_\_

Date \_\_\_\_\_ / \_\_\_\_\_ /20    \*\* If only signed by one parent, please state reason.

We accept the guardianship of the above named student under the terms and conditions above.

Signed \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ /20  
for **Acorn Education Services Ltd.**

## LETTER OF CONSENT

To whom it may concern:

Re: (Student's name) \_\_\_\_\_

I / We hereby give **Acorn Education Services Ltd.** authority to act "in loco parentis" in respect of the pastoral, educational and physical welfare of my child.

**Acorn Education Services Ltd.** have my full permission in an emergency and on the advice of a recognised doctor, to consent to such medical treatment as is thought necessary.

Signature of father \_\_\_\_\_ \*\*    Print Name \_\_\_\_\_

Signature of mother \_\_\_\_\_ \*\*    Print Name \_\_\_\_\_

Date \_\_\_\_\_ / \_\_\_\_\_ /20    \*\* If only signed by one parent, please state reason.