



## **Overseas Applicants and Education Guardianship Procedures**

Edge Grove welcomes pupils from all over the world and they become part of our thriving community which celebrates diversity, nurtures them to grow as individuals and to form strong friendships. The School does not accept temporary placements for less than one academic year unless the pupil is known to the school.

The admissions process for overseas pupils is as follows:

- Discussion with the Head of Admissions to ascertain whether Edge Grove can meet the candidate's needs and aspirations
- Where possible, overseas pupils and their parents (or guardians) are encouraged to visit the school prior to registering for assessment
- Assessment: for pupils applying for places in Years 3-8 this involves a standardised cognitive ability test, a sample of free independent creative writing and an interview. These assessments can be conducted online if the candidate's current school agrees to invigilate. For younger candidates, the assessments are designed to test age related attainment in maths and literacy
- A confidential reference from the candidate's current school is required before an offer can be made
- The school is an approved sponsor of student visas and has a limited number of Confirmation of Acceptance for Studies (CAS) allocations each year. A sponsorship letter will be issued once a place has been offered and accepted by the parent and the deposit paid. In most cases a full term's fees will also be required
- Pupils joining the school from overseas are expected to have a standard of English which enables them to access the curriculum. Please see the note below should additional support be needed

### EAL (English as an Additional Language)

The school is open to accepting pupils who are new to English. An EAL assessment may take place as part of the admissions process where EAL needs have been indicated, or this becomes apparent during their assessment. Offers of a school place may be subject to an agreement that the child receives regular EAL interventions from our in-house EAL specialist teacher; this may have additional cost implications.

### **Guardians**

Our pastoral systems are designed to support all pupils, but it is particularly important that overseas students have that extra level of support that guardianship can provide when parents are living abroad.

The School requires that for all pupils whose parents live abroad, a UK based guardian must be appointed to act as the parents' representative in this country during the pupil's time at Edge Grove. It is important to emphasise that Edge Grove is a day school and does not offer

boarding. In this regard, guardians have the day to day responsibility of getting pupils to school and collecting at the end of the day in accordance with our timetable.

It is not the responsibility of the School to appoint the guardian, this responsibility rests with the parents. The School recommends that parents appoint a guardian using a reputable guardianship organisation that is accredited by AEGIS (the Association of Educational Guardians for International Students), but Edge Grove is not responsible for the advice they offer.

The guardian must:

- be able to be contacted by the school at any time in case of an emergency
- be able to reach the school at short notice at all times, with a maximum journey time of 60 minutes
- be responsible for the pupil at all times when his or her parents are out of the country
- be willing to receive the pupil at home if they are unwell, suspended or required to leave the school for any other reason
- be responsible for making arrangements for the pupil during school holidays and additional long weekends such as Bank Holidays
- be willing to attend parents' evenings and take or communicate decisions regarding the pupil's education, pastoral care and other needs

If the guardian is considered to be unsuitable by the School, the school will invite parents to find a new guardian. Should parents fail to do so they will be required to make adequate temporary guardianship arrangements in the case of emergencies.

**The school accepts no legal responsibility for any guardianship arrangements but does expect the guardianship arrangements to be satisfactory and meet the guidelines outlined in this document.**