



## GUARDIANS

**Every girl whose home is overseas or whose parents currently live or are posted abroad must have a guardian, regardless of the duration of their stay at Bruton School for Girls.** This guardian must be resident in the UK and, ideally, within a reasonable journey of the school. The role of the guardian is mainly to take charge of your daughter and be your representative during your absence. Key points involved in a guardian's duties include the following:

- To take charge and care of your daughter during fixed exeat weekends and half term holidays
- To attend relevant Parents' Evenings and school events where a parental presence is required or invited (for example to attend a concert or play on your behalf to support your daughter)
- To accompany your daughter, in the case of your absence, to the Orientation Day at the beginning of Autumn Term.

**In the event of an emergency involving your daughter, the guardian will be the first point of contact. Parents will, of course, also be contacted, but the guardian will act in your absence 'in loco parentis'. We must point out that parents of our current day girls are not normally guardians; however, if both sets of parents agree to this arrangement, written confirmation must be provided to the school.**

Guardianship involves a number of legal responsibilities and we ask that you arrange your daughter's guardian through an agency, or appoint a family member or a trusted friend who lives in the UK. Once you have determined who your daughter's guardian will be, please provide the Registrar's Department with the following information:

- Guardian Name
- Type of Guardian (ie professional agency, family friend, relative)
- Guardian's contact details, including address and company name if a professional agency, home phone, work phone, mobile phone and email address. **(Please note that we may carry out checks to prove the authenticity of a guardian. Siblings, relatives or friends who are students and whose main address is a university/college hall of residence are not suitable guardians due to the nature of the accommodation.)**

**We must receive written consent (email is acceptable) from both parties that you have arranged your daughter's guardian.** Professional guardianship agencies will contact us directly to confirm arrangements. However, it is your responsibility to inform the school of your guardian arrangements and provide their contact details **before** your daughter's arrival at Bruton School for Girls. Please provide the guardian details on your daughter's blue Pupil Data Sheet found within her Welcome Pack.

**If at any time you change your daughter's guardian, your daughter's Housemistress and the School Secretary must be informed in writing (email is acceptable) immediately.** Housemistress emails are found in the School Diary.

Bruton School for Girls does not arrange guardians, nor do we recommend a specific agency; however, we are happy to provide the details of reputable agencies that some of our other parents use. All guardianship agencies provide a variety of plans and fees to suit individual needs. Please find listed below some suggested guardianship agencies and websites if you would like further information about choosing a guardianship agency.

**Olcote Educational Services**

Olcote House  
33 Ditton Street  
Ilminster  
Somerset TA19 0BQ  
Tel: +44 (0) 1460 52207  
Email: [olcote@mac.com](mailto:olcote@mac.com)  
[www.edukguardians.com](http://www.edukguardians.com)

**White House Guardianships**

34 Talbot Road  
Bournemouth  
Dorset BH9 2JF  
Tel: +44 8 458 686 688  
Email: [info@whg.eu.com](mailto:info@whg.eu.com)  
[www.whg.eu.com](http://www.whg.eu.com)

**Guardians UK**

Staplegrove Road  
Taunton  
Somerset TA2 6AD  
Tel: +44 (0) 1823 348 140  
Email: [info@guardiansuk.com](mailto:info@guardiansuk.com)  
[www.guardiansuk.com](http://www.guardiansuk.com)

**Castle Guardians Ltd**

Keppel House  
Forrest Row  
East Sussex RH18 5BP  
Tel: +44 (0) 3335 660 023  
Email: [office@castleguardians.co.uk](mailto:office@castleguardians.co.uk)  
[www.castleguardians.co.uk](http://www.castleguardians.co.uk)

**Etherton Education Ltd**

Marlands  
Sampford Arundel  
Wellington  
Somerset TA21 9QU  
Tel: +44 (0)1823 672 234  
[www.ethertoneducation.com](http://www.ethertoneducation.com)

**Crown Guardians**

32 West Street  
Axbridge  
Somerset BS26 2AP  
Tel: +44 (0)1934 733182  
Mobile: +44 (0)7876 440666  
Email: [ps@crownguardians.co.uk](mailto:ps@crownguardians.co.uk)

**DIGS UK**

**(Dorset International Guardianship Services)**

Thornhill Lodge  
Thornhill  
Stalbridge  
Dorset DT10 2SH  
Tel: +44 (0)1963 365 779  
Email: [rachel.robson@digsuk.co.uk](mailto:rachel.robson@digsuk.co.uk)  
[www.digsuk.co.uk](http://www.digsuk.co.uk)