

Alternative Accommodation Policy

Rationale Students will sometimes ask to stay with friends or want to make other arrangements during Half Terms or Exeat Weekends. **U.K. Law and Visa requirements** state it is a compulsory requirement that suitable living arrangements are in place for overseas students attending boarding schools. S.O.G.A have a duty of care to schools as well as a contractual agreement with parents to protect the students and to provide safe accommodation

AIM To safeguard students during Half Terms and Exeat Weekends and to clarify the procedure which must be followed by Students, Parents and Host Families

Procedure

1. Any requests for alternative accommodation must be forwarded and approved by the S.O.G.A. director Mrs Pamela Keracher prior to the event.
2. Parents need to complete and sign a Consent Form
3. The full name of a person over 25-year-old and residing in the UK who will take responsibility for the student must be provided to Mrs Keracher
4. Contact details including the address and telephone number along with an outline of the planned activities must be provided to Mrs Keracher
5. The named adult must confirm in writing that they will be taking full responsibility for the student during the break

Any arrangements to stay elsewhere is subject to S.O.G.A and/or school staff being satisfied that the student will be safe.

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