

# Guardianship Agreement

In accordance with our Guardianship Policy, Hartpury requires all students, under the age of 18, whose parents live outside of the United Kingdom to have a named UK Guardian.

**PLEASE REMEMBER:** A UK guardian must be a legal UK resident, who is over the age of 25, who is fluent in spoken English and must not be a student in full time education themselves. For further guidance about suitable guardians, please refer to Hartpury's Guardianship Policy.

Once you have selected your UK guardian, you must complete the below details, sign the agreement and return to the International department at [international@hartpury.ac.uk](mailto:international@hartpury.ac.uk):

Student's Details	
Full Name:	
Hartpury ID number:	
Date of Birth:	
course of study:	
Home address (including postal or zip code, and country):	

Parent or Legal Guardian's Details	
Full Name:	
Contact email address:	
Telephone number (including country dialling code):	
Home address (completed only if different from student's home address):	

Nominated UK Guardian's Contact Details	
Full Name:	
Date of birth:	
Home Telephone number:	
Mobile number:	
Contact email address:	
Home address (including postcode):	

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Please answer the questions below:

1. Is the UK guardian a family member of the student? <b>Yes / No</b> (please circle answer)	<i>If Yes, please advise how are they related?</i>
2. Will the UK guardian be offering regular guardianship or emergency guardianship only? (please refer to the Guardianship Policy for guidance)	
3. If the UK guardian is offering regular guardianship, do you give your permission for the UK guardian to have access to academic records on your behalf?	

## **Parent/ Legal Guardian agreement:**

By signing this form, I accept that:

- I have read and fully understand the Hartpury Guardianship Policy
- It is my responsibility to ensure I have selected and am satisfied with a UK Guardian of my choice, who will carry out the duties of a UK guardian, as set out in the Hartpury Guardianship Policy.
- It is my responsibility to notify the International Manager in writing of any changes to my choice of UK Guardian or their contact details.
- Hartpury will make contact with my UK guardian as needed in situations involving my child.

Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

## **UK Guardian agreement:**

By signing this form, I confirm that:

- I have read and fully understand the Hartpury Guardianship Policy
- I am a legal, UK resident
- I am over 25 years old
- I am fluent in spoken English
- I am not a student in full time education
- I am fully prepared to undertake the duties and responsibilities set out in the Hartpury Guardianship Policy
- I shall notify Hartpury and the parents/ legal guardian of any changes to my contact details
- I shall notify Hartpury and the parents/ legal guardian of any periods when I shall be away, and unable to fulfil my duties as a UK guardian, during Hartpury term times.
- I consent to my contact information being stored securely by Hartpury for the sole purpose of enabling me to carry out my guardianship duties & responsibilities.

Signed: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_