



# King's College

## TAUNTON

### **Student / Child Student Visa Policy**

**Policy Date:** September 2024

#### **Responsibility**

**Individual:** Director of Admissions

**Review Cycle:** (Annual)

**Next scheduled review:** September 2025

**Last interim review:** September 2024

## King's Schools Taunton Ltd Sponsor Licence

King's Schools Taunton Limited holds a Student Sponsor Licence issued by UK Visas and Immigration (UKVI) that allows King's College and King's College Prep School (together, the School) to sponsor pupils and prospective pupils from overseas to apply for a visa to enter the UK to study at the School.

The Sponsor Licence is important to the School, and significant trust is placed in the School by UKVI. To maintain its licence, the School has to maintain robust compliance with duties imposed on it as a sponsor under the UK's Immigration Rules and [UKVI's guidance](#).

Once the School has established that a pupil or prospective pupil requires sponsorship, the School's usual practice is to issue a Confirmation of Acceptance for Study (CAS) in the term preceding admission. The responsibility for making a visa application to allow a child to attend the School rests with the parents, and the School strongly recommends that parents take early advice from a suitably qualified immigration practitioner to ensure that their child's visa application (and any linked parental application) is successful.

## Guardians

King's College and King's College Prep School welcome pupils from around the world and value their contributions to the school community. All parents who are not permanently resident in the UK must appoint a guardian in the UK to act with their full authority in case of emergency, or if the pupil unexpectedly requires accommodation away from school for one reason or another.

Guardians should be appointed by the pupil's own family. They can be appointed through a professional guardianship organisation, or they can be a nominated friend or relative of the family.

Guardians must be over 25 years old, resident in the UK and English speaking. Guardians may not be living in student accommodation provided by an educational institution.

In addition, guardians are required:

- To provide a point of contact, available every day throughout the school term, and to be ready to accommodate the pupil in case of an emergency or in the event of the pupil being suspended from school.
- When needed, to collect, deliver or arrange transport for the pupil to and from the airport at the beginning and ends of terms and half terms.
- When needed, to provide appropriate accommodation and care for the pupil over school holidays, half term breaks and exeat weekends, or to make suitable alternative arrangements for such accommodation and care.
- On every occasion to provide details of the pupil's holiday travel and accommodation, in writing, to the pupil's Houseparent.
- To attend parents' meetings at the school on the parents' behalf.
- To keep in regular communication with the Houseparent regarding the welfare of the pupil.

Please note that the School is unable to arrange or recommend guardians. If parents need help in finding a guardian they might want to look at the AEGIS website (<https://aegisuk.net/>). It is the responsibility of the parent to choose and pay for a guardian who fulfils the roles to the satisfaction of both the School and the parents. It is the responsibility of the parent to inform the School immediately if the guardianship arrangements change.

Whilst the appointment of a guardian is made by parents, the school has a duty to take such steps as are appropriate to ensure that children are safe and that the guardianship arrangement is promoting the physical and emotional wellbeing of the child. In relation to non-UK pupils whose visas are sponsored by the school, the school has an additional duty to ensure that suitable care arrangements are in place for them in the UK. This includes arrangements for their travel, reception when they arrive in the UK and care while in the UK. The school will refer any concerns about guardianship arrangements to the relevant agency, and where the guardianship arrangement may constitute private fostering (see below), the school will refer this to the local authority.

Due to the school's overarching responsibility to safeguard and promote the wellbeing of all pupils, we reserve the right to determine the acceptability of guardianship arrangements made for pupils. Should the arrangements prove unacceptable, parents and guardians will be advised and given reasonable opportunity to change the arrangements. Please note that the School will not assign a CAS until we are satisfied with the guardianship arrangements.

### **Private Foster Care Arrangements**

The following applies to any pupil under the age of 16 (or under the age of 18 if disabled):

- Any guardian who is not a close relative of the pupil (defined as: brother, sister, aunt, uncle, grandparent or step parent) and with whom a pupil will be staying for a continuous period of 28 days or more while they are a pupil (for example during a long vacation between terms) is considered to be providing 'private foster care'.
- Parents must inform and receive in advance all necessary approvals from the local authority of the borough in which the intended private foster carer resides.
- Parents must inform the school in advance of the commencement of a private foster care arrangement. The school has an overarching responsibility to notify the local authority.
- If a non-UK pupil whose visa is sponsored by the school will be cared for in a private foster care setting, the school must give the local authority in whose area the pupil will live the following details, as soon as we become aware that the pupil has arrived in the UK or, if the private care arrangement begins when the pupil is already here, as soon as we become aware of the change:
  - the name of the foster carer; and
  - the address where the foster carer and the pupil will live.

### **Arrangements for Pupils during School Holiday Periods**

It is the School's responsibility to hold detailed information about the travel and care arrangements for all overseas pupils for all holidays, whatever these might be. Parents and/or Guardians are required to inform the School of the details of these arrangements, including:

- Where the pupil will be going during the holidays (including flight and transportation details, both leaving and returning).
- Should the pupil remain in the UK, the address(es) where the pupil will be residing.
- The name, contact details and date of birth of individuals responsible for the pupil's care, if different from the pupil's nominated guardian.

The School will undertake regular questionnaires with pupils following school holidays to ensure that guardianship arrangements are promoting the welfare, physical wellbeing and emotional wellbeing of the pupils. We will also carry out spot checks to ensure that the details given are correct and to verify that the pupil is where they say they are during these periods.

### **Care Arrangements for Pupils Whose Visas Remain Valid After Their Course of Study Ends**

Visas are granted on the basis of the length of a pupil's course, and this determines the start and end dates on the CAS. It is normal, however, for the visa to remain valid for four months after the course has ended. The School remains responsible for reporting on a pupil during this period if they have not left the UK or returned home.

### **Passports**

A valid passport is required for a pupil to obtain their Child Student Visa. Parents should ensure that an application to renew an expiring passport is made in good time, and there must never be less than six months' validity left.

Parents are responsible for ensuring that their child's passport is in date before any school trips or before returning home. Parents are required to let the School have all updated passport details and to provide a colour photograph of the main page of the passport. The School is also required to hold copies of all pages showing any personal identity details including biometric details, stamps, or immigration status document including their period of permission to stay in the UK, including any vignette issued for permission to enter the UK.

### **Other parental responsibilities include:**

- Providing the School with all information required under this policy to ensure that the School can comply with its responsibilities to UKVI and/or under private foster care regulations.
- Keeping contact details up to date with the School and with UKVI.
- Informing the school and UKVI of any changes to parents' personal details that may affect visa and/or immigration status. These changes may include the parent's name, nationality, gender etc.
- Ensuring that any related visa application (for example, Parent of Child Student Visa) is made in sufficient time to allow for uninterrupted care of their child.

### **Reporting requirements**

The School is required to make reports to UKVI relating to sponsored pupils. Information about what may have to be reported can be found within [UKVI sponsor guidance](#).

### **Attendance and Engagement**

The School must keep a record of a pupil's attendance and report any instances of regular non-attendance to UKVI. Pupils must ensure that their attendance levels and engagement are satisfactory, or risk their Child Student Visa being cancelled.

Parents are required to adhere to term dates when booking flights, as a pupil's non-attendance is recorded if they arrive late at the beginning of term or leave early at the end of term.

## **Working**

The rules on what work a pupil can do on a Child Student Visa are very strict; the purpose of Child Student sponsorship is to come to the UK to study. Penalties for breaching these rules, even accidentally, are severe.