

# BSA Certified Guardianship Scheme

## Provisional membership application form

Name of company

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Registered company number

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Registered company address

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Trading address if different

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Website address

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Name of contact

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Email address

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Phone number

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Name of designated  
safeguarding lead if different

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Email address

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Phone number

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**Please write a short statement to support your application for each of the following:**

How do you provide high quality support?

Evidence of having a good relationship with parents and schools

Knowledge of the British education system

Evidence of successful school placement in UK schools

**Safeguarding:** Please provide evidence of DSL/DDSL safeguarding training (including Prevent and safer recruitment) safeguarding and safer recruitment policies

Evidence of professional indemnity public and employers' liability insurance

Please provide reference contact details for at least two schools with whom you have worked (Name, email address, school name, address and phone number)

1.

2.

- I agree to commit to the BSA Code of Conduct under this certified scheme
- I am at least 25 years of age, a permanent resident in the UK and not in full-time education
- I certify that enhanced DBS checks have been undertaken on all agency staff and host family members over 16 years of age. These will be kept up to date.

Signed \_\_\_\_\_

Print name \_\_\_\_\_

Date \_\_\_\_\_

# BSA Certified Guardianship Scheme

## Full membership application form

Copies of any brochures, policies and procedures (which are not online)




Evidence of training including safeguarding and Prevent for Staff and Host family leads



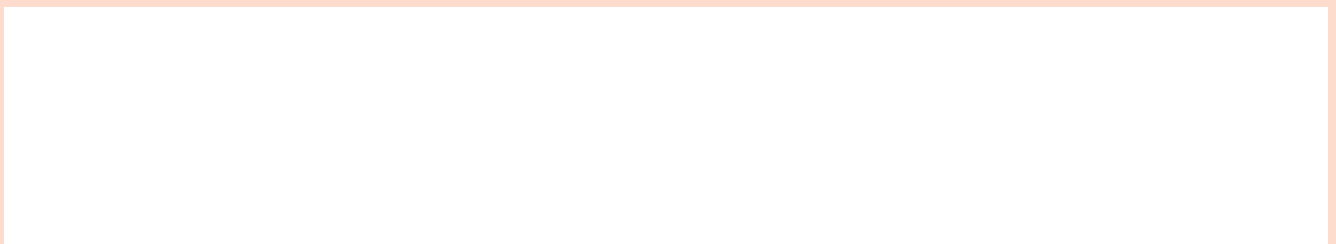
Evidence of record keeping, eg student travel arrangements, meetings and finances (redacted)



Data protection policy and Information Commissioner's Office (ICO) registration detail



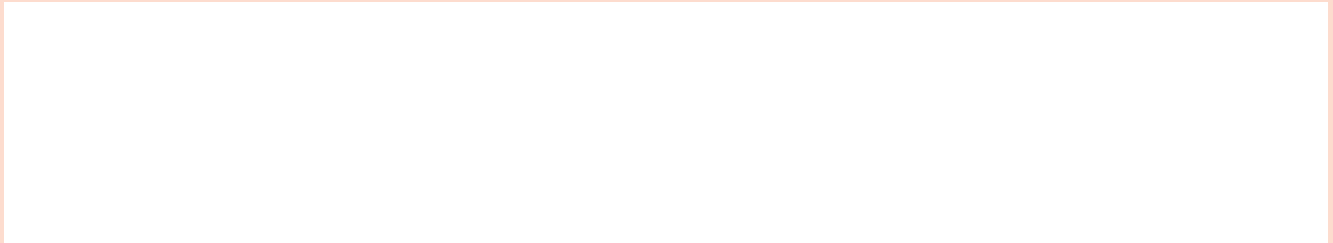
Handbooks for students, parents and host families



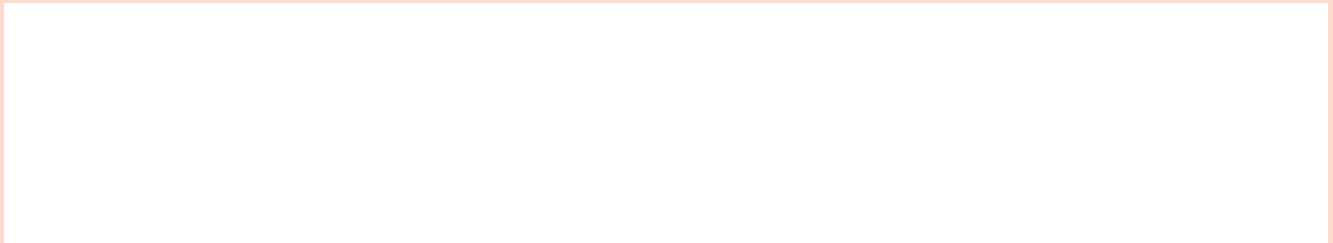
Outline of assessment requirements for host families (including suitability of accommodation)

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Job descriptions for Guardian Agency staff and Host Family leads

A large white rectangular area that has been redacted, covering the content of the second section.

Staff and student codes of conduct, anti-bullying and whistle blowing policies

A large white rectangular area that has been redacted, covering the content of the third section.