

Preliminary Accreditation of: YES Family Guardians

**Address: 90 Meadoway, Bishops Cleeve,
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Date: 14th January 2021

The Preliminary Inspection report falls into the following sections:

1. Review of the essential documents
2. Comments from the Head of Inspections
3. Conclusion



The Requirements

Statement of aims, principles and practice- Standard 1

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to have a suitable statement of aims, principles and practice.	Met

Safeguarding and Child Protection Policy – Standard 8.1 and Appendix 6

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to have a suitable safeguarding & child protection policy which relates to all relevant points contained in the latest version(s) of government guidance. It should include all the minimum content for a Safeguarding Policy that is listed in Appendix 6 of the AEGIS Quality Standards.	Met

Safeguarding Training Record- Standard 8

Requirement	Met/Partially met/ Not met
The DSL (and any deputy DSL) must attend suitable training for their role as approved or provided by the Local Safeguarding Partnership (LSP), AEGIS or the NSPCC. Online DSL courses are not acceptable. This training must be renewed every two years. A formal record should be kept of all safeguarding training.	Met
All members of staff, volunteers and homestays should receive appropriate safeguarding training to basic awareness level (previously referred to as level 1), which needs to be renewed every three years. A formal record should be kept of all safeguarding training.	Met

Safer Recruitment Policy – Standard 2.8

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to have a safer recruitment policy that outlines their recruitment procedures.	Met

Whistleblowing Policy – Standard 8.4

Requirement	Met/Partially met/ Not met
<p>The guardianship organisation is required to produce a suitable policy to cover the aspects of whistleblowing within their organisation. Whistleblowing procedures protect staff members who report colleagues they believe are doing something wrong or illegal, or who are neglecting their duties. The policy must show how this is managed by the guardianship organisation.</p> <p>The policy should include details of how to contact the NSPCC whistleblowing helpline and for Protect.</p>	Met

Information Sharing and Data Protection – Standard 2.7

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to have a suitable data protection policy and privacy notice, in line with ICO requirements.	Met

Missing Student Policy – (Standard 8.6)

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to produce a suitable policy to cover the steps to be followed by members of staff and homestays in the event that a student goes missing. The policy must include a 24-hour contact number for students, staff, volunteers, homestays and schools to report any missing students to the guardianship organisation. The guardianship	Met

organisation should also take account of the guidance in <i>Children Missing from Education</i> .	
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Bullying including Cyberbullying & E-Safety Guidelines – Standard 8.8

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to produce suitable guidelines for students to help them understand how to deal with any bullying issues they or their friends may be facing, these should also be made available to homestays.	Met
The guardianship organisation is required to produce guidelines for students and homestays concerning safe use of the internet.	Met
The guardianship organisation is required to provide Homestays and staff with information on how to help them to support a student who may be dealing with the effects of bullying behaviour, or online abuse.	Met

Student Behaviour – Standard 8.7

Requirement	Met/Partially met/ Not met
<p>The guardianship organisation is required to produce suitable guidelines to cover the positive behaviour it expects from students and to provide guidance in key areas of their expectations. These should be tailored to the age of the students. The guidance should be written for the benefit of students, parents, agents (where appropriate) and homestays and refer to the expectations in the following key areas (where appropriate for the age of the child):</p> <p>Behaviour and conduct when staying with a homestay, curfew arrangements, use of the kitchen area, use of the bathroom, use of the Wi-Fi / access to the home computer, laws regarding the consumption of alcohol, laws regarding the use of drugs and illegal substances, laws regarding smoking, laws regarding sexual activity, laws regarding tattoos and body piercings and arrangements when students wish to stay away from the homestay.</p>	Met

Anti-Radicalisation - Prevent Duty Policy – Standard 8.5

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to produce a suitable policy to cover the aspects of anti-radicalisation which must relate to all relevant points contained in the latest version of the government guidance: The Prevent Duty: for schools and childcare providers and Prevent Duty Guidance. The anti-radicalisation policy must be reviewed regularly and at least annually and then updated as necessary. The policy must include a 24-hour contact number for students, staff, volunteers, homestays and schools to report any radicalisation concerns.	Met

Complaints Policy – Standard 9

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to produce and follow a suitable policy on recording and responding to complaints within a timely manner. The policy should cover an informal and a formal resolution stage and then a further stage for referring the matter to AEGIS if the complaint cannot be resolved by the guardianship organisation.	Met

Welfare Health and Safety Policy – Standard 6.11.1

Requirement	Met/Partially met/ Not met/ Non-applicable
Where a guardianship organisation employs more than five people, it is required to produce a policy outlining their arrangement for dealing with the matters of health and safety as explained in standard 6.11.1 of the AEGIS Quality Standards.	Non-applicable

Emergency Procedure – Standard 2.6

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to have an emergency plan in place to show how they would deal with any reasonably foreseeable emergency situations e.g. health pandemic, missing student, death of a student etc.	Met

Staff Code of Conduct – Standards 6.9 and 8.9 and Appendix 6

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to provide clear job descriptions to all staff, volunteers, local coordinators (if any) and homestays clearly stating their responsibilities and reporting line. These job descriptions should also include reference to their safeguarding responsibilities and the contact details for the DSL.	Met

Statement on Private Fostering where appropriate – Standard 10

Requirement	Met/Partially met/ Not met/ Non-applicable
Guardianship organisations are required to produce a statement on private fostering (where appropriate) explaining how they will meet the requirements outlined in Standard 10 of the AEGIS Quality Standards.	Met

Company Organisation Diagram - if applicable – Standard 2.1.1

Requirement	Met/Partially met/ Not met/ Non applicable
The guardianship organisation is required to identify all those involved with the guardianship organisation and their particular roles.	Non-applicable

Staff Contracts – Standard 2.2.1

Requirement	Met/Partially met/ Not met/ Non-applicable
The guardianship organisation is required to provide all paid staff with a contract of employment. These should be signed and dated by both parties and a copy retained by the guardianship organisation.	Non-applicable

Parent / Agent Contracts- Standards 2.2.2 and 2.2.4

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to provide all parents / agents with a clear contract. These should be signed and dated by both parties and a copy retained by the guardianship organisation.	Met
The guardianship organisation is required to provide any educational agents that they work with either in the UK or overseas with a clear contract. These should be signed and dated by both parties and a copy retained by the guardianship organisation.	Met

Homestay Contracts –standard 2.2.3

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to provide each homestay with a clear contract. These should be signed and dated by both parties and a copy retained by the guardianship organisation.	Met

Checklists for Homestays and accommodation – Standard 6

Comments on Checklists
There is a health and safety accommodation check included within the safer recruitment checklist. This, it is understood, is used in conjunction with the homestay application form and these checklists adequately cover all AEGIS requirements for checks.

Copies of brochures and website

Comments on brochures and website
No brochure was submitted for inspection. The website is friendly and informative. There are detailed explanations of the levels of guardianship available and details of local schools and the local area.

Student Handbook – Appendix 1

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to produce a suitable handbook for students, which should be written in an age-appropriate style. It should include the minimum details listed in Appendix 1 of the AEGIS Quality Standards.	Met

Parent Handbook – (Appendix 2)

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to produce a suitable handbook for parents and agents (where appropriate). It should include the minimum details listed in Appendix 2 of the AEGIS Quality Standards.	Met

Homestay Handbook – (Appendix 3)

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to produce a suitable handbook for Homestays. It should include the minimum details listed in Appendix 3 of the AEGIS Quality Standards.	Met

Example of a School Statement of Service- standard 11.3

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to provide schools with a statement of service, showing which students they are responsible for and what services each student's parents have requested they provide.	Currently non-applicable

Insurance Documents - Standard 2.4

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to have up-to-date professional indemnity and public liability insurance in place sufficient to cover the scope of the guardianship organisation's business, and employer's liability insurance where applicable.	Met

ICO certificate- Standard 2.7

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to be registered with the Information Commissioner's Office (ICO) and to appoint a data controller.	Met

Job Descriptions- Standard 2.1.2

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to provide clear job descriptions to all staff, volunteers, local coordinators (if any) and homestays clearly stating their responsibilities and reporting line. These job descriptions should also include reference to their safeguarding responsibilities.	Met

Disclosure Checks – Standard 2.1.4

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to provide evidence that all staff, volunteers and homestays have been issued with a relevant DBS certificate (PVG or disclosure check in Scotland) prior to employment or hosting.	Met

Safer Recruitment Checks – Standard 2.8.1

Requirement	Met/Partially met/ Not met
The guardianship organisation is required to demonstrate that they have complied with safer recruitment guidance (as detailed in the most recent version of Keeping Children Safe in Education) when appointing new staff, volunteers and homestays.	No appointments have been made yet, but systems indicate that this will be met.

Comment from Head of Inspections

YES Family Guardians is a new, start-up guardianship organisation that was founded in 2020. The directors have considerable experience as hosts, having personally hosted more than 100 students over 7 years. This, along with their background working in the National Health Service means that are fully aware of their obligations to promote students' safety, welfare, and pastoral care. The directors explained their successes with hosting, reporting how students often returned year after year to stay with them and how they often maintain contact once their studies have ended. Both directors have a secure understanding of safeguarding and safer recruitment, as well as health and safety requirements. YES Family Guardians offers different packages according to need. Their unique selling point is that whilst in the UK students can live full time with the guardians who aim to provide a positive and genuine UK based experience. YES Family Guardians have developed policies and procedures that meet AEGIS requirements. Whilst these have not been implemented yet, the organisation has a firm foundation on which to build their business. They are warmly welcomed as AEGIS Preliminary members.

Conclusion

YES Family Guardians meets the required standards to achieve AEGIS preliminary accreditation.