

HARTPURY HOMESTAY

PLACEMENT AGREEMENT | 2026

YES Guardians Ltd · Company No. 12930246

IMPORTANT — PLEASE READ CAREFULLY

This is a legally binding contract. By signing below (or by making payment), you confirm that you have read, understood, and agreed to all terms set out in this Agreement. If you have any questions, please contact us before signing.

1. Introduction

This Agreement is between YES Guardians Ltd (Company No. 12930246, registered at 1 Vale Road, Bishops Cleeve, Cheltenham, GL52 8FJ) ("YES Guardians", "we", "us") and the Parent(s)/Guardian(s) whose details and signatures appear in the Declaration below ("you", "Parent").

2. Definitions

- **Student:** The individual placed in homestay under this Agreement.
- **Host Family:** A family appointed by YES Guardians to provide accommodation, meals, laundry, and care.
- **Moving In:** The point at which the Placement is deemed to have commenced. Moving In occurs upon whichever happens first: (a) the Student sleeping at the homestay; (b) any belongings, items, or possessions of the Student being brought into or left at the homestay property, however temporarily; or (c) the Student entering the property for any purpose connected with the Placement. Physical overnight occupation is not required. The presence of a single item belonging to the Student on the premises constitutes Moving In for the purposes of this Agreement.
- **Placement:** The period during which the Student resides with the Host Family under this Agreement.
- **Registration Fee:** The non-refundable fee payable on application to secure a host family search.
- **Notice Period:** The minimum 14-calendar-day written notice required to end or materially alter the Placement.

3. Scope and Duration

YES Guardians acts on behalf of the Student and Parent(s)/Guardian(s) to source, confirm, and coordinate a suitable Host Family Placement.

This Agreement applies for the academic year starting September 2026. Students are expected to return home during school holidays unless additional stays are arranged and confirmed in writing in advance.

This Agreement commences on the date payment of the Registration Fee is received and continues until formally terminated in accordance with Section 10.

4. YES Guardians' Responsibilities

4.1 Host Family Appointment

We will select a trusted, DBS-checked Host Family known to us and provide you with a profile including photographs of the family and property before you are asked to confirm acceptance.

4.2 Safeguarding

All persons aged 16 and over residing in the homestay are DBS-checked. The household is interviewed, home-inspected annually, and safeguarding trained.

4.3 Accommodation and Meals

A suitable furnished room will be provided with study space and Wi-Fi (sole occupancy, or shared with a same-sex student only where agreed in writing). As the room is part of a family home, occasional access by the host may be required. Some host belongings may be stored when the room is unoccupied.

4.4 Meals

Half board is provided on weekdays and weekends/holidays (breakfast and evening meal). Weekday breakfasts are cold, self-serve options (e.g. toast, cereals). Where hosts provide lunch, this is billed at £3.00 per day and deducted from the Student Expense Account.

4.5 Laundry and Linen

1–2 loads of laundry per week and a regular bed linen change are included.

4.6 Emergency Contact

Our emergency number (01242 379163) is available 24 hours a day, 7 days a week.

4.7 Communication

We maintain regular contact with the Student and Host Family and keep parents informed of any significant issues.

4.8 Student Support

We advocate for the Student's well-being and monitor attendance, behaviour, and welfare.

4.9 Emergency Relocation

In urgent situations (e.g. fire, flood, hospitalisation), we will arrange alternative accommodation. Additional costs may apply (see Section 6).

4.10 Policy Adherence

We follow our safeguarding and operational policies, available on request or at www.yesguardians.co.uk.

4.11 Medical Assistance

We will assist in registering the Student with a local GP and dentist and provide reasonable support with medical needs.

4.12 Releasing Care

We will not release the Student into the care of another person without prior parental knowledge and written consent.

4.13 Transport Advice

We will provide detailed travel advice with your host family profile, including public bus routes and Hartpury shuttle service information. Where a host is willing to transport the Student by private car, a mileage charge of £0.45 per mile applies, payable directly to the host.

5. Parent/Guardian Responsibilities

5.1 Parental Authority

You confirm you have full legal parental responsibility for the Student and are authorised to enter into this Agreement on the Student's behalf.

5.2 Disclosure of Information

You must disclose, before placement commences, all relevant medical, behavioural, dietary, or educational needs. You must keep this information updated throughout the Placement. Failure to disclose material information may result in immediate termination of the Agreement without refund.

5.3 Consent and Restrictions

You must inform us in writing of any restrictions applying to the Student (e.g. travel permissions, curfews, pocket money limits).

5.4 Overnight Stays Away from Homestay

Written permission (via email, text, or WhatsApp) is required for any overnight stay away from the homestay, given at least 48 hours in advance. Last-minute requests will still be charged at the full nightly rate.

5.5 Student Conduct

The Student must comply with UK law, Hartpury College rules, and the Homestay Rules set out in Appendix 1. You accept responsibility for ensuring the Student understands and adheres to these rules.

5.6 Minimum Stay

The Student must use the homestay for a minimum of 4 nights per week during term time. Failure to meet this minimum does not reduce fees payable.

5.7 Weekend Stays

Where the Student wishes to remain at the homestay over a weekend, we ask for at least one week's notice so the host family can plan accordingly. The nightly rate of £40 applies throughout.

5.8 Insurance

You are solely responsible for arranging appropriate health and personal contents insurance for the Student for the duration of the Placement. YES Guardians accepts no liability for uninsured losses.

5.9 School Enrolment and Transport

You are responsible for securing and maintaining the Student's college place and for arranging daily transport. We can assist with planning but are not responsible for transport provision.

5.10 Payments

All fees must be paid on time in accordance with Section 9. Late or missed payments may result in suspension or termination of the Placement.

5.11 Damage Liability

You are liable for any damage caused by the Student to the homestay property or the Host Family's belongings. Damage costs will be deducted from the damage deposit with supporting evidence provided.

5.12 Availability

You must remain contactable by phone and email throughout the Placement period and respond to urgent communications within a reasonable time.

5.13 Notice to Depart or Extend

A minimum of 14 calendar days' written notice is required to end the Placement, extend a holiday stay, or request early departure. Where less notice is given, fees will continue to accrue for the full Notice Period.

5.14 Emergency Medical Consent

In the event of a medical emergency where it is not possible to contact the Parent(s)/Guardian(s) in time, YES Guardians is authorised to act in the best interests of the Student and provide consent to emergency medical or dental treatment as advised by a qualified healthcare professional. You agree to indemnify YES Guardians for reasonable costs incurred in doing so.

5.15 Indemnity for Third-Party Conduct

The Parent(s)/Guardian(s) agree to indemnify and hold harmless YES Guardians against any claims, damages, losses, or costs arising from actions or omissions of the Student or any third party not directly employed by YES Guardians, including Host Families acting within the scope of their placement duties.

5.16 Acknowledgement of Host Family Commitment

You acknowledge that Host Families are not commercial landlords but private individuals who have made a significant personal commitment to accommodate your child. They have prepared the room, declined other placements, and reorganised their household. You agree to honour the Notice Period as a matter of fairness to the Host Family as well as a contractual obligation.

6. Emergency Procedures

In an emergency, the Host Family or Student should contact YES Guardians immediately on 01242 379163. We will coordinate support and notify parents as soon as practicable.

Emergency relocation may result in additional costs, including:

- Taxi or rail transport — charged at cost
- Private car mileage — £0.45 per mile
- Host support time — £15 per hour

We will notify you of any such costs as soon as possible and obtain your agreement where circumstances allow.

7. Data Protection

YES Guardians complies with the UK Data Protection Act 2018 and the UK GDPR. Personal data relating to the Parent(s)/Guardian(s) and the Student will be processed only for the purpose of providing and administering the Placement and will be shared with third parties (e.g. schools, AEGIS, Host Families) only where strictly necessary.

Our full Data Protection and Privacy Policy is available at www.yesguardians.co.uk. By signing this Agreement you confirm you have read and understood our Privacy Policy.

8. Complaints

Any concerns or complaints should be directed in the first instance to:

Marc Harris — Director

marc@yesguardians.co.uk | 01242 379163

Our full Complaints Policy is available at www.yesguardians.co.uk. We aim to acknowledge all complaints within 2 working days and resolve them within 14 working days.

9. Fees and Payment

9.1 Fee Schedule

Fee Item	Amount
Registration Fee (non-refundable)	£150
Nightly Accommodation Rate (all-inclusive)	£40 per night
First Advance Invoice (25 nights)	£1,000
Damage Deposit (refundable)	£200
Student Expense Account (refundable)	£200

9.2 What is Included

The nightly rate of £40 is fully inclusive and covers: furnished room with study space; half board (breakfast and evening meal); use of washing machine (1–2 loads per week); bed linen change; Wi-Fi; all household bills; and 24/7 emergency telephone support.

9.3 Registration Fee

A non-refundable Registration Fee of £150 is payable on application. This covers host family recruitment, DBS checks, home inspection, profile creation, student matching, transport advice, and all administrative work involved in securing a suitable placement. Payment of this fee confirms your application and places the Student on our allocation list.

9.4 Commencement of Nightly Fees — Moving In

Nightly accommodation fees begin on the date of Moving In as defined in Section 2. Fees are not conditional on the Student sleeping at the property. If the Student brings any belongings to the homestay, enters the property in connection with the Placement, or the Host Family has made the room unavailable to other students in readiness for the Student's arrival, the Placement is deemed to have commenced and nightly fees apply from that date.

For the avoidance of doubt, a Student cannot suspend or avoid fees by: (a) claiming they have not yet 'properly' moved in; (b) spending initial nights elsewhere while belongings remain at the property; or (c) any other arrangement that results in the Host Family's room being held exclusively for the Student.

9.5 Advance Payment

Once a host family profile is accepted, we require payment of £1,000 (representing the first 25 nights at £40 per night) as confirmation of the Placement. If you subsequently choose not to use the host family, the Notice Period of 14 calendar days will be deducted before any refund is calculated.

9.6 Rolling Invoice

Once the advance balance falls below £100, we will issue the next invoice for a further 25 nights (£1,000). Any unused balance at the end of the Placement will be refunded promptly.

9.7 Absence and Cancellation

- No charge applies where at least 48 hours' written notice is given of an absence.
- Up to one night per week may be cancelled without charge, provided 48 hours' notice is given.
- Where less than 48 hours' notice is given, the full nightly rate of £40 is charged.
- Fees are not refunded for student sickness, early term endings, or personal choice to leave.
- The homestay must be used for a minimum of 4 nights per week during term time.

9.8 Deposits

The £200 Damage Deposit and £200 Student Expense Account are held by YES Guardians and returned at the end of the Placement, less any deductions for damage, outstanding fees, or expenses incurred. Deductions will be itemised and supported by evidence.

9.9 Late Payment

Fees unpaid after their due date may accrue interest at 4% above the Bank of England base rate. YES Guardians reserves the right to suspend or terminate the Placement where fees remain unpaid for more than 3 days following a written reminder.

9.10 Move to On-Campus Accommodation

If the Student is offered a place in Hartpury halls of residence and wishes to leave the homestay, the 14-calendar-day Notice Period applies. You may request that the college delay the campus move-in date to avoid paying for both simultaneously. If you choose to leave immediately without notice, fees for the full 14-day period (or 10 nights where the Student is not staying weekends) will remain payable.

10. Termination

- Either party may terminate this Agreement on 14 calendar days' written notice.
- YES Guardians reserves the right to terminate immediately where fees remain unpaid following 3 days' written notice of arrears.
- YES Guardians may terminate immediately where the Student's or Parent's behaviour is deemed unreasonable, threatening, abusive, or harmful to the Host Family or YES Guardians staff.
- In cases of serious or repeated misconduct by the Student, YES Guardians may temporarily suspend homestay privileges pending a review involving the school and Parent(s)/Guardian(s), which may result in permanent termination.
- Upon termination by either party, any unused advance balance will be refunded after deduction of fees owed for the Notice Period and any outstanding amounts.
- YES Guardians reserves the right to retain the Registration Fee in all circumstances.

11. Cooling-Off Period and Cancellation

Payment of the Registration Fee and/or acceptance of a host family profile constitutes the commencement of services under this Agreement. By proceeding, you expressly request that services begin immediately and acknowledge that you waive your statutory 14-day right to cancel under the Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013. Where a placement has not yet been confirmed and you choose to withdraw before accepting a host family profile, the Registration Fee is non-refundable but any advance accommodation payment made will be refunded in full.

12. Legal Liability

YES Guardians acts as a co-ordinator and intermediary. We are not a licensed care provider and do not assume parental responsibility for the Student.

- YES Guardians is not liable for any indirect, consequential, or economic loss unless caused directly by our proven negligence.
- Our total liability under this Agreement is limited to the total accommodation fees paid by you in the 12 months preceding any claim.
- YES Guardians is not liable for the acts, omissions, or conduct of Host Families, provided we have exercised reasonable care in their selection and vetting.
- YES Guardians is not liable for any loss, theft, or damage to the Student's belongings while at the homestay.
- Nothing in this Agreement limits liability for death or personal injury caused by negligence, or for fraud or fraudulent misrepresentation.

12.1 Force Majeure

YES Guardians will not be liable for any delay, interruption, or failure to deliver services resulting from events outside our reasonable control, including but not limited to natural disasters, public health emergencies, transport disruption, industrial action, government regulation changes, school closures, or actions of the Student or third parties.

12.2 Host Family Disclaimer

Host Families are independent individuals and are not employees or agents of YES Guardians. YES Guardians is not vicariously liable for the acts or omissions of Host Families. In the event of a dispute with a Host Family, YES Guardians will use reasonable endeavours to mediate but cannot guarantee outcomes.

12.3 Jurisdiction

This Agreement is governed by the laws of England and Wales. Any disputes arising under or in connection with this Agreement shall be subject to the exclusive jurisdiction of the courts of England and Wales.

13. Variation

YES Guardians reserves the right to update these terms from time to time. Where material changes are made, we will provide at least 14 days' written notice. Continued use of the Placement after that period constitutes acceptance of the revised terms.

14. Severability

If any provision of this Agreement is found to be unlawful, void, or unenforceable, it shall be severed from the Agreement without affecting the validity of the remaining provisions.

15. Entire Agreement

This Agreement (including Appendix 1 and the Homestay Rules) constitutes the entire agreement between the parties and supersedes all prior representations, discussions, and agreements relating to the subject matter hereof.

Appendix 1 — Services Included

The following are included as standard within the nightly accommodation rate:

- Vetting, DBS-checking, inspecting, and matching of Host Families
- Comfortable, fully furnished room with study space and Wi-Fi

- Half board: weekday cold self-serve breakfast + home-cooked evening meal; same at weekends and during holidays
- Lunch provision where arranged (£3.00/day, deducted from Student Expense Account)
- Laundry (1–2 loads per week) and regular bed linen change
- All household bills including Wi-Fi
- Ongoing student welfare monitoring
- 24/7 emergency telephone support
- Assistance with GP and dentist registration
- Crisis support and mediation
- Liaison with Hartpury College and Host Family on your behalf
- Bespoke transport advice including bus routes and shuttle information
- Attendance at parent meetings (additional fee applies if requested)

Homestay Rules

These rules form part of this Agreement. The Student must read, understand, and sign below to confirm acceptance.

- Remove outdoor shoes upon entering the home
- No overnight guests; notify hosts in advance of any visitors
- Share daily plans (e.g. expected return times) with the host family via WhatsApp
- Notify the host if you will be skipping a meal to avoid waste
- Respect the curfew: 10pm on weekdays, 11pm on weekends
- Avoid loud music or showering after 11pm
- Clean up after kitchen use
- Tidy your room on cleaning day
- No smoking, vaping, or alcohol on the premises (students under 18)
- Use bins provided; avoid leaving wet items on floors or furniture
- Keep your bedroom in a reasonably tidy condition at all times
- Treat the home, its contents, and all members of the household with respect
- Any damage must be reported to the host and YES Guardians promptly

Declaration and Signature

By signing this Agreement, I/we confirm that:

- I have read and understood the full Agreement, including all Appendices and Homestay Rules.
- I confirm I have legal parental responsibility for the Student named below.
- I agree to pay the following on signing: £200 Damage Deposit + £200 Student Expense Account + £150 non-refundable Registration Fee.
- Nightly accommodation is charged at £40 per night, invoiced in advance in blocks of 25 nights (£1,000).
- I acknowledge that accepting a host family placement constitutes commencement of services and waives my statutory cooling-off right.

Student Name: _____

Date of Birth: _____

Parent/Guardian Name: _____ Relationship: _____

Parent/Guardian Signature: _____ Date: _____

Second Parent/Guardian Name (if applicable): _____

Second Parent/Guardian Signature: _____ Date: _____

Student Acknowledgement of Homestay Rules

I have read the Homestay Rules above and agree to follow them throughout my stay.

Student Signature: _____ Date: _____
