

Collection and Transport of Boarders

- This guidance includes arrangements for international pupils.
- It includes transport at the start and end of the school term and exerts for all boarders.
- It includes transport to and from boarding for weekly boarders.
- It includes transport due to temporary absence from school due to illness.
- It includes transport due to temporary absence from school due to other reasons including disciplinary situations such as a suspension (fixed term exclusion) or permanent exclusion.
- It includes transport to or from an external club, society, activity or fixture.

It is the sole responsibility of the parents to transport the student to and from boarding at all times. This responsibility can be designated to another adult but boarding staff need to be aware of this.

- If a student is being collected by another adult (including relatives) we would expect direct confirmation of this. We would advise this to be done via email so that there is a written record of this.
- For those who are international students *depending on age we would expect parents to accompany the student on their **first** visit to boarding. If this is not possible we would expect the Educational Guardian to collect from the airport and travel to boarding together.*
- For international students over the age of 16 and with parental permission it is possible for the student to travel to and from the airport by train, coach or taxi. (Boarding can help arrange this)
- Students who are able to drive and have the requisite paperwork completed can only carry other boarders who have express permission from the parent of the student wishing to travelling with them.
- We will hold details of all boarders who have permission to drive and who have permission to be carried in a fellow students car. We advise parents to be very specific in their instructions for their son to be carried in a vehicle by another student. (Names of students they can be transported by more generic information such as 'any sixth form boarder'.)
- We will hold details of any regular collections by adults whereby a parent has given instructions for their sons to travel in other people's cars.
- If a student wishes to catch a train, taxi or bus home or to boarding we would expect to have had confirmation in writing. The age of the student and how sensible they are should determine whether they travel. We would normally expect a conversation about this prior to the first time someone travels in this manner.