



# Guardianship - International Students

This document must accompany the Application for Admission  
CRICOS Provider 00447B

## APPOINTMENT OF GUARDIANSHIP

I/We the Parents	TITLE	GIVEN NAMES	SURNAME
	TITLE	GIVEN NAMES	SURNAME
Parents' Address			
Appoint	TITLE	GIVEN NAMES	SURNAME
Guardian's Address			
Guardian's Postal Address			Postcode
Contact Numbers	After hours	Mobile	Business
Email Home			Email Business
Preferred Email	Home	Business	Occupation
			Business Name
In the role of guardianship for my/our daughter	GIVEN NAMES - GUARDIAN		SURNAME - GUARDIAN
Further, I give the named appointee the authority to act on my behalf concerning the welfare, discipline, and academic progress of my daughter who will be studying at Presbyterian Ladies' College.			
I understand that our daughter's continued enrolment is dependent on the appointed guardian meeting regularly with staff as outlined in Obligations of Guardianship.			
I agree to inform the School immediately if there is a change of guardianship, and will submit full details of the new guardian.			
I attach evidence that the above guardian is a Permanent Resident of Perth, Western Australia.			
<b>*Any change of guardianship must be approved by the Registrar and the Director of Boarding and a new guardian form completed.</b>			
(PARENT SIGNATURE)	DAY	MONTH	YEAR
(PARENT SIGNATURE)	DAY	MONTH	YEAR

## ACCEPTANCE OF GUARDIANSHIP

I, the Guardian	TITLE	GIVEN NAMES	SURNAME
Agree and accept the role of guardianship as detailed in the Obligations of Guardianship Document to:			
STUDENT GIVEN NAMES		STUDENT SURNAME	
Whose parents have given me the authority to act on their behalf. Further, I agree to carry out the duties of guardianship as stipulated in the terms and conditions of guardianship of the College as outlined below. I attach documentary evidence of Australian Residency.			
(GUARDIAN SIGNATURE)			DAY
			MONTH
			YEAR
<b>***Guardianship Details</b>			
Parents must nominate on the appropriate form a bona fide guardian who should be a relative or friend permanently resident in Perth and at least 25 years of age. The guardian is responsible for meeting the student on her arrival in Perth and providing accommodation until the Boarding House opens on the evening before term commences. In the case of emergencies at school, the guardian will be contacted immediately or as soon as possible. The Boarding House is closed during Mid-Term and End-of-Term holidays, and if a student does not travel home, she will need to be accommodated by the guardian during these holiday breaks. Guardians must also accept responsibility for looking after girls at their home in the case of infectious illness.			
(Alternative guardian service can be arranged through the International Student Alliance Guardian and Student Care Services, for more information please visit <a href="http://www.studentguardians.com">www.studentguardians.com</a> )			

## **Appointment of Guardianship – International Students**

Parents of an international student not residing in Perth while their daughter is studying at PLC are required to appoint a responsible adult to act as a guardian for their daughter. Guardians perform a vital role, acting on your behalf when your daughter is not under the direct supervision of the School. The selection of a guardian is an important parental responsibility and is a condition of your daughter's enrolment at the School.

### **Choosing a Guardian**

A guardian acts on behalf of you as the parent, therefore your daughter's guardian should be a responsible adult over the age of 25 years. If possible the guardian should be related to your daughter or be a family friend. It is mandatory that your daughter's guardian be proficient in English. Your daughter's guardian is also required to provide a copy of a valid Working with Children Check and a Police Clearance, less than six months old. The School requires any member of the guardian's family living at the guardian's home over the age of 18 to also provide a copy of a valid Working with Children Check and Police Clearance less than six months old.

### **Student Health and Well-being**

If your daughter cannot remain in the Boarding House due to illness or infection, she will be required to stay with her guardian. It is therefore extremely important that the guardian inform the School if he or she will be leaving Perth for any reason. On occasion, your daughter's guardian may be required to take her to medical, dental and other appointments.

### **Mid-term Breaks and School Holidays**

The Boarding House closes during mid-term breaks and school holidays, your daughter will be required to stay with her guardian at these times if she is staying in Perth.

### **Guardianship Expectations**

In your absence, your daughter's guardian will be required to:

- support your daughter's academic, social and emotional well-being;
- provide a safe environment at home for your daughter should she not be able to remain at School due to illness or infection;
- maintain communication with the School and act for you at parent/teacher and parent/tutor meetings;
- provide your daughter with guidance and help in subject selections, school commitments and everyday matters;
- assist with medical, dental and other appointments;
- organise weekend leave arrangements;
- liaise with the School in regard to consent for activities and excursions;
- organise appropriate travel and holiday arrangements;
- monitor your daughter's compliance with school and government requirements, attendance, passport and visa renewals, overseas student health cover;
- ensure the safe-keeping of your daughter's property during the term holiday periods;
- advise the School immediately of any changes in his or her contact details.