



St Andrew's School, Turi

Educational Guardian Policy

Reviewed by:	Heads of School
Approved by:	Executive Director
Date of review:	October 2025
Date of next review:	October 2026

1. Purpose of the Policy

This policy defines the role, appointment, and responsibilities of an Educational Guardian for international students enrolled at St Andrew's School, Turi. It ensures compliance with Kenyan law and school safeguarding standards.

2. Definition

An Educational Guardian is an adult resident in Kenya who accepts responsibility for the welfare, safety, and practical arrangements of a student whose parents or legal guardians live outside Kenya or are otherwise unavailable, until the parents are able to take responsibility of their child.

This role is distinct from the parental guardian defined under the *Children Act (2022)* but can, where appropriate, be legally recognised under Kenyan law through a guardianship appointment.

3. Legal Framework in Kenya

According to the **Children Act (2022)** and the **Children (Guardianship) (Practice and Procedure) Rules (2023/2024)**:

- A child residing in Kenya may have a legal guardian.
- The guardian must be a Kenyan citizen and fit and proper to care for the child.
- The appointment is based on the best interests of the child.

In the context of international education, this allows for the appointment of an educational guardian in Kenya when the child's parents reside abroad, provided the guardian meets legal and school requirements.

4. Appointment of Guardians

The School encourages parents or legal custodians living outside Kenya to nominate an Educational Guardian who will, when the parents or legal custodians are not contactable or available:

- Represent them in all matters concerning their child's welfare in Kenya.
- Act as the first point of contact in case of emergency.
- Take responsibility during school breaks, illness, or travel emergencies.

The school must receive:

- A completed Educational Guardian Nomination Form, including parents signing for acceptance of the role by the proposed guardian.
- Copies of the guardian's national ID/passport and Kenyan residence proof.
- Where applicable, court documentation if a formal legal guardianship is required

If an Educational Guardian is not nominated, the parent(s)/legal guardian must be able to be present in Kenya within 48 hours if required.

5. Eligibility Criteria

VISION: Seeking the highest for every individual with Christ as our guide

MISSION: To be the leading international School in Africa, transforming the Hearts, Minds, Bodies and Souls of tomorrow's leaders

VALUES: Courage, Integrity and Compassion

A guardian is expected to be:

1. Be at least 25 years old.
2. Be resident in Kenya and contactable at all times.
3. Be of good character and without criminal record.
4. Demonstrate emotional maturity and the ability to provide a safe and caring environment.
5. Be independent from the school, except as stated below.

6. Responsibilities of the Educational Guardian

The guardian will:

1. Ensure the child's welfare and safety during emergencies.
2. Act in loco parentis when parents are unavailable, particularly in emergencies requiring medical consent or immediate decisions.
3. Maintain regular communication with parents and the school.
4. Attend meetings when parents cannot, such as parent-teacher consultations or disciplinary hearings.
5. Support travel arrangements, including airport transfers and accommodation if required.
6. Ensure compliance with Kenyan laws and school policies relating to minors.

7. Termination or Change of Guardian

Parents may change appointed guardian at any time but must immediately inform the school of the change in writing.

The school reserves the right to require a change of guardian if:

- Safeguarding concerns arise,
- The guardian fails to meet obligations, or
- The arrangement is no longer in the best interest of the child.

9. Related Documents

- Safeguarding and Child Protection Policy
- Children Act 2022 (Kenya)