

Nominated Guardian & Close Relative Eligibility, Responsibilities & Requirements

Who is eligible as a Close Relative?

A Close Relative is defined by the UKVI as:

A grandparent, brother, sister, step-parent, uncle (brother or half-brother of a parent) or aunt (sister or half-sister of a parent). *This definition does not include parents.*

Responsibilities of a Nominated Guardian or Close Relative

The Nominated Guardian or Close Relative is expected to:

- Be a consistent and approachable point of contact for the student, parents, and the College.
 - Communicate clearly and cooperatively with the college and the family to support the student's welfare.
 - Encourage the student's confidence, wellbeing, and positive engagement with college life.
 - Arrange medical or practical support if required, ensuring the student's needs are understood and respected.
 - Provide or arrange safe and appropriate accommodation during college breaks if needed.
 - Respect the student's culture, identity, and personal beliefs.
 - Work with the college to understand how best to support the student's wellbeing and safety.
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Requirements of a Nominated Guardian or Close Relative?

- They are a British Citizen or have settled status.
- They are 25 years old or above and not in full-time education.
- They live within 2 hours' travel of the College.
 - If non accredited agency - ensure any host family is located within 2 hours' travel of the College

- Be available and contactable at all times, and able to respond within 60 minutes.
 - They do **not** reside in university halls, hostels, hotels, guest house or shared accommodation (HMOs).
 - They confirm that they and any adults frequently staying in the household have no criminal convictions.
 - They confirm that they will inform the college if there are any changes to those residing or frequently visiting the property
 - They understand and agree to complete the vetting process with Belgravia including a Virtual Household Visit to ensure a suitable home environment.
 - They agree to undertake an Enhanced DBS check (when required)
 - They sign a Letter of Undertaking.
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