



ABINGDON

From: Deputy Head Pastoral; Mark Hindley

9 September 2016

Dear Parents

**New requirements for families hosting exchange students**

The government has announced an update to its Keeping Children Safe in Education statutory guidance with effect from 5 September 2016. The new guidance imposes an obligation with respect to the protection of children visiting as part of an exchange.

The School is therefore obliged to obtain a criminal records check with the Disclosure and Barring Service (DBS) for anyone over the age of 16 who is resident in the accommodation where the exchange student is to stay as part of a school organised trip or activity. This includes all visits organised through our wide and varied exchange programme.

The School will write to those parents of boys who indicate that they are willing to be involved in an exchange to inform them of the procedures that they need to follow to complete the DBS check. This will broadly require parents to provide identity documents in person (or submit a certified copy) plus the completion of an online application form. We will give guidance on what information such checks would reveal and seek to answer your questions about how this may impact on any application to host an exchange student.

**You should note that School will bear the cost of this DBS check and we will do all we can to facilitate the administration of the DBS checks.**

The School recognises the importance of safeguarding developments and will work with families to keep the administrative burden to a minimum. More guidance will follow.

Yours faithfully,