

# **UK SPEEDER CONSULTING LTD**

# [Homestay Handbook]

Company Number: 09421142

Registered Office: Suite 4.5 Barlow House, Minshull Street, Manchester, England, M1 3DZ

# Homestay Handbook

# Welcome and Introduction

Welcome to UK Speeder Consulting Ltd's Homestay Network. We are grateful for your partnership in providing a safe, supportive, and nurturing environment for our international students.

#### **Contact Details**

There will be times that you need to contact us. We are always here to assist you with any questions or concerns that you may have. You can contact us in the following ways:

General enquiries	
Telephone (office hours 08:00-18:00)	+44 7851 576666
Email	bruce.z@ukspeeder.com
Emergencies 24/7	
Telephone	+44 7385 335872
Safeguarding concerns	
Designated Safeguarding Lead [Miss Xue Yan]	Email: alexi.y@ukspeeder.com Mobile (24/7): +44 7385 335872
Deputy Designated Lead [Mr Junqi Yang]	Email: jas.yang@ukspeeder.com Mobile (24/7): +44 7598 854558

Contact Details for the Local Safeguarding Partnership (LSP)	Manchester Safeguarding Children Partnership (MSCP)
	Website: www.manchestersafeguardingpartnership.c o.uk
	Report a concern (24/7): 0161 234 5001
	Email (Contact Centre): mcsreply@manchester.gov.uk
	Newcastle Safeguarding Children Partnership (NSCP)
	Website: www.newcastlescp.org.uk
	Online referral form: <a href="https://newcastle-central.oncreate.app/w/webpage/request?service=irs_public_referral">https://newcastle-central.oncreate.app/w/webpage/request?service=irs_public_referral</a>
	Tel (Children's Social Care): 0191 277 2500
Contact Details for the Local Area Designated Officer (LADO)	Manchester City Council
	Email: lado@manchester.gov.uk
	Phone: 0161 234 1214
	Newcastle City Council
	Tel: 0191 277 4636
	Email: lado@newcastle.gov.uk

# The role of the guardianship organisation, your role as a homestay

UK Speeder Consulting Ltd acts as the appointed guardian for international students studying in the UK. Our role is to ensure that each student's welfare, safety, and educational progress are supported throughout their stay.

# The guardianship organisation

- Provide 24/7 emergency contact and pastoral support for students, parents, and schools.
- Liaise regularly with schools, parents, and homestays to ensure consistent communication and welfare oversight.

- Arrange appropriate, fully vetted accommodation and travel arrangements in line with AEGIS safeguarding standards.
- Conduct regular visits and welfare checks to confirm the student's wellbeing and the suitability of living arrangements.
- Support students in adjusting to life in the UK and act promptly in case of any welfare, safeguarding, or academic concerns.
- Maintain safeguarding records, risk assessments, and follow all policies and procedures set out by AEGIS and local authorities.

#### Your role as a homestay

As a homestay provider working with UK Speeder Consulting Ltd, your role is vital in offering students a safe, welcoming, and caring "home away from home."

You are expected to:

- Provide a clean, comfortable, and secure living environment where students feel safe and valued.
- Offer daily care, guidance, and emotional support appropriate to the student's age and cultural background.
- Ensure that meals, hygiene facilities, and household conditions meet the standards required for student welfare.
- Supervise the student's wellbeing, behaviour, and attendance, and report any concerns immediately to UK Speeder Consulting Ltd.
- Respect the student's privacy and cultural differences while promoting integration and healthy routines.
- Follow safeguarding, health and safety, and emergency procedures as outlined by UK Speeder Consulting Ltd.
- Cooperate fully with home visits, welfare checks, and safeguarding reviews conducted by the organisation.

#### Looking after and respecting the rights of the student.

We host students aged under 18. Students of different ages may require different care. For example, younger students will require greater nurturing and supervision during their stay, whereas older students will be more independent and may be allowed to visit the local area on their own. Parental permissions may vary from student to student too. We will explain to you what we expect from you prior to placing any student with you.

One of the most mutually rewarding experiences of hosting an international student is learning about another culture. We ask that all homestays respect the students' own culture, values and background and be mindful that there will be some differences in the way students approach everyday life, such as when greeting others or whilst eating. Likewise, the students may have a different religious belief to the homestay. Again, we ask that you are respectful of any differences.

#### **Loco Parentis**

We expect our homestays to exercise the same levels of care as a responsible parent – in loco parentis. This means that you are accepting the day-to-day responsibility for the care of the student whilst they are staying with you.

# Codes of conduct

UK Speeder Consulting Ltd has a code of conduct for staff and homestays. Please take time to read through this document as it outlines how staff and homestays are expected to behave whilst working for the guardianship organisation. This document can be found on our website: <a href="https://www.ukspeeder.com">www.ukspeeder.com</a>

Likewise, we have a code of conduct for students. This outlines the expected standards of behaviour for our students. Please read through this as it will help you to understand our expectations. This document can be found on our website: www.ukspeeder.com

# Safeguarding

UK Speeder Consulting Ltd is committed to safeguarding and child protection. We have comprehensive policies on safeguarding, prevent / anti-radicalisation, low level concerns, complaints, anti-bullying, missing student, online safety, and data protection that provide further information and outline our procedures. These can be found Please refer to the UK Speeder Consulting Ltd website or request from the Head Office. Please ensure that you have read and understood all our policies.

You are required to undertake a basic certificated course on safeguarding. This should be refreshed every three years. We will also provide an annual safeguarding update. This will be via via annual visits and online safeguarding briefings.

We encourage students to talk to any trusted adult should they have any concerns. As a homestay, a student may consider you to be a trusted adult. There may be students who feel more comfortable speaking to other homestay family members about a concern they may have. You should therefore ensure that all members of your household are aware of what to do if a concern is shared with them. We have explained to students that any concerns they raise will be treated seriously. If a student comes to you or any homestay member to raise a concern, please ensure that it is dealt with in line with our published procedure (see safeguarding policy) and reported to our Designated Safeguarding Lead (DSL) as soon as possible. While the usual reporting channel is via the DSL, anyone can make a referral directly to the local safeguarding partnership or the Local Authority Designated Officer. The contact details can be found in this document.

# Self-Reporting

Our safeguarding policy and low-level concerns policy outline our procedures for handling an allegation against a member of staff or homestay. We encourage homestays to self-report to our DSL any situation which could appear compromising or be misconstrued, or where their behaviour has fallen below the standards required in the code of conduct.

# Control

Homestays may only use reasonable, appropriate and lawful means of control to maintain safety. Under no circumstances should physical punishment ever be used.

Physical contact with students should be appropriate and limited to what is necessary for care or safety.

# Searching Belongings

Homestays must not search a student's belongings unless there is a safeguarding concern. Any such search must be recorded and witnessed.

#### **Homesickness**

When students arrive in the UK, they might be homesick.

Signs that they may be feeling homesick include:

- A strong desire to go home
- Feeling lonely
- Feeling sad
- Feeling anxious
- Lack of motivation
- Loss of confidence
- Feeling depressed
- Experiencing mood swings
- Feeling insecure
- Finding simple tasks difficult
- Physical symptoms, such as headaches and nausea

If your student is showing signs of homesickness, tell them not to worry as there are many people who can help them manage their feelings. Let them talk to you about their feelings, and remind them that they can always talk to their house parent, teacher, parent, guardian, or any member of guardian staff who will listen and will be able to support them and offer advice. It is best not to encourage them to frequently call home, as this can make the feelings worse. Keeping the student busy and interested in a variety of family activities and discussions may help them settle and feel happier. Please do let us know if you are concerned that your student is suffering with homesickness. We are here to support both you and the student.

#### How to comfort a student in distress

There may be occasions where your student is upset. For example, the student may be homesick (see above), unwell or experiencing pressure in their academic studies. In such incidences please do not comfort the student physically. It is inappropriate to hug a student as you may comfort your own child, however there are many things you can do to help:

Listen to the student's concerns.

- Offer comforting words and advice
- If you can speak the students' first language, this may help to calm the student
- Please do alert us to the problem and we will offer you support

#### **Curfews and Bedtimes**

Students who have permission to go out on their own will be required to return to homestays by the following times:

Students aged 14–15: must return home by 6:30 pm unless accompanied by an adult.

Students aged 16–17: must return home by 8:30 pm, unless attending a supervised school event or with prior guardian approval.

No student under 18 should be out later than 10:00 pm without the explicit consent of their guardian and homestay.

We will inform you whether or not the student you are hosting has permission to go out alone. All students who are permitted to go out unaccompanied by their homestay must take their mobile phone (fully charged) with them and keep this switched on. Please make sure that they have your telephone number programmed into their phone. It is important that if students do go out unaccompanied, that they let you know where they are going and roughly how long they will be out. If for any reason they are delayed, students must contact you to keep you informed of their whereabouts.

UK Speeder Consulting Ltd suggests that student bedtimes should be as follows:

Ages 13 and under: by 9:30 pm

Ages 14 - 15: by 10:00 pm

Ages 16 – 17: by 10:30 pm

Ages 18 and over: by 11:00 pm (if permitted by parents and school)

Any deviation to these times should be discussed and agreed with the student.

# Permission for students to visit the local area / travelling further afield

UK Speeder Consulting Ltd recognises that students may wish to travel during their stay in the UK. This may include travelling locally (for example, to and from school, the town centre, or a friend's house) and, occasionally, travelling further afield (for example, for day trips or to the airport).

Homestays should be aware of the following guidance and procedures:

#### **Transport Arrangements:**

Transport is usually arranged by the student's school or by UK Speeder Consulting Ltd. We use trusted drivers who have undergone the necessary safety and background checks. Occasionally, guardianship staff or homestays may be permitted to provide transport. In such cases, the arrangement must be approved in advance by UK Speeder Consulting Ltd, and the car used must have valid tax, insurance, and MOT (where applicable).

#### **Identification of Drivers:**

Students will always be informed in advance of who is collecting them. They will be provided with the driver's name, the company name (if applicable), the registration number of the vehicle, and the expected pick-up time.

Homestays should remind students never to go with anyone other than the named person or vehicle registration provided, even if the person claims the arrangement has been changed by the school or guardian. If there is any doubt, contact UK Speeder Consulting Ltd immediately.

# **Use of Private and Public Transport:**

If a student wishes to travel by public transport, they must seek permission from the guardianship organisation. Homestays should help ensure that students have permission before making such arrangements and can assist them in understanding timetables or safe routes if appropriate.

#### **Car Safety:**

When travelling by car, students should sit in the back seat where possible and always wear a seat belt.

For students under 12 years old or below 135 cm in height, a booster seat is legally required. Homestays should ensure that appropriate seating and safety restraints are used at all times.

# Walking and Cycling Safety:

Homestays should remind students of road safety rules, including:

- Always use pavements and safe crossings (e.g., zebra or pelican crossings).
- Look both ways before crossing and do not assume vehicles will stop.
- Avoid using headphones while walking so as to stay alert.
- When cycling, use dedicated cycle lanes where possible, wear a correctly fitted helmet, use lights after dark, and wear reflective clothing.
- Avoid cycling up the inside of vehicles and ensure signals are used clearly.

The British Council provides useful advice for keeping safe on public transport, and additional safety information for cyclists can be found on the Think! website: https://www.think.gov.uk/cycle-safety/

Homestays play an important role in helping students understand these safety expectations and in communicating any concerns about a student's travel plans to UK Speeder Consulting Ltd.

# Students staying away from the homestay

Occasionally, students may wish to stay away from their homestay overnight — for example, to visit friends, attend a school trip, or stay with family members in the UK.

Homestays must not give permission for a student to stay away overnight without prior authorisation from UK Speeder Consulting Ltd.

Please follow these procedures:

# **Advance Notification**

The student (or their parent/guardian) must inform UK Speeder Consulting Ltd at least 48 hours in advance of any intended overnight stay away from the homestay.

#### **Verification and Consent**

Written consent will be sought from the student's parents, giving full details of the responsible adult and accommodation.

UK Speeder Consulting Ltd will verify the arrangements with the parents, the school (if applicable), and the responsible adult or accommodation provider.

A telephone call will be made to the responsible adult to confirm the details provided.

ID may be requested, and transport arrangements will be checked to ensure the student's safety.

Once all checks are complete, the organisation will confirm in writing to the homestay whether the arrangement has been approved. Details Required:

Before approval, we require:

- The full name and address of where the student will be staying
- The name and contact number of the responsible adult(s) at that address
- The dates and times of departure and return

#### **Safeguarding Responsibility**

Homestays remain responsible for the student's welfare until the student leaves the property. Please ensure that the student is safely collected by the approved adult or driver, and confirm their departure with UK Speeder Consulting Ltd if requested.

#### **Unapproved Stays**

If a student indicates that they wish to stay away without approval, or if you become aware of any such plan, please contact the Designated Safeguarding Lead (DSL) immediately at +44 7385 335872.

Under no circumstances should a student be allowed to stay overnight away from the homestay without written permission from the guardianship organisation.

# Accommodation requirements

Homestays should ensure that they provide a comfortable living environment for students. We require our students to be provided with the following:

- A suitable bedroom and social area(s) which are well kept, clean and in good repair, with sufficient natural light.
- Suitable safeguards must be in place to ensure that students have sufficient privacy from other students. Parents should be made aware of students who may wish to share bedrooms and must give consent before the arrangement goes ahead.
- Homestays should always respect student privacy and seek permission before entering their bedrooms
- Where homestays are using a double bed, only one student is using this facility. Under no circumstances should students share a double bed.



- The rooms should have suitable heating and lighting and there should be access to sufficient supplies
  of hot water as required.
- Students should have access to a private space to study.
- Students should have access to appropriate hanging and drawer space for clothing.
- Students should have access to a bathroom with a lock on the door and either a shower or bath.
- Students should be treated as part of the family, and therefore have access to the communal rooms in the home. They should not have access to family member's bedrooms.

Please make us aware if any member of the homestay is a smoker, or if you have any pets. Students should have the right to opt for a non-smoking and/or non-pet homestay environment.

Please be aware of the need to ascertain the adequacy of your home insurance in respect of hosting international students. The insured (homeowner) should declare all facts to the insurer in order to a) obtain the right cover and b) obtain the right premium.

No more than three students should be placed with the same homestay at any one time, unless in exceptional circumstances. Please ensure that you inform us if you work with other guardianship organisations as we need to check that you are not accommodating more than three students in total when members of an AEGIS guardianship organisation are being hosted.

When students under the age of 16 are in the care of a homestay, no students over the age of 20 should be hosted either by the guardianship organisation or another guardianship organisation working within the same homestay.

Homestays should not host any other paying guests or operate any form of bed and breakfast facility when hosting AEGIS students.

While there are no legal restrictions, homestays are expected to adhere to NSPCC advice on adult supervision and ensure that:

- Students aged 12 and under are not left home alone for a long period of time.
- Students aged 16 and under are not left home alone overnight.
- Students are not left home alone regardless of their age if they do not feel comfortable with this.

# Meals and Snacks

We ask that homestays provide students with a full board provision of breakfast, lunch and dinner during their stay, taking account of any dietary needs. In addition, students should be provided with access to suitable drinks and snacks during their stay.

**Breakfast** - Typical food includes cereal, porridge, toast, croissants, fruit, or yoghurt. You may offer a cooked breakfast such as poached, boiled, or scrambled eggs, or bacon and eggs.

**Lunch** - this is usually a light meal, such as a salad, sandwich, or soup.

**Dinner** - this is usually the main meal of the day and will usually be a two-course meal. The main course will usually be hot. Dinner should be usually served around the table with the family members.

**Snacks** - you are asked to provide the student with snacks and drinks in-between meals. Typical snacks include a biscuit, slice of cake or fruit. Please explain to the student how they can access these.

We will provide you with information about any special dietary requirements or allergies. We ask students to let homestays know if they have any special requests.

Homestays are expected to prepare meals for the student (breakfast, lunch, and dinner). Students may want to help the family in their meal preparations or cook something themselves. Please do talk to your student about this and advise them how to use the kitchen and the necessary safety rules. If students have their own food that they wish to eat during their stay, we ask that they let you know so that this can be stored safely (for instance in a fridge if required).

As many of our students are from China and east Asia, UK Speeder Consulting Ltd encourages homestays to be mindful of their cultural food preferences.

Students often enjoy familiar dishes such as:

Boiled or steamed rice or noodles served with meat and vegetables;

Stir-fried dishes with mild seasoning (soy sauce, ginger, or garlic);

Soups or hot meals in the evening, as this is common in Chinese households;

Warm drinks or hot water, particularly in cold weather.

Homestays are not expected to provide Chinese-style meals every day but are encouraged to offer a balance between traditional British food and occasional dishes that feel familiar and comforting to the student. Many students also appreciate being invited to share family-style meals and to introduce their own cultural foods to the household.

#### Laundry

Homestays are asked to provide students with suitable laundry facilities if they are resident for more than one night. In most cases the homestay would undertake to do the laundry for the student. Depending upon the age of the students, the homestay may give permission for them to do their own laundry if requested and agreed.

Please ensure that:

Students always have clean clothes, towels, and bedding available.

Laundry is washed and dried hygienically and folded neatly.

Students are shown where laundry is placed for washing, and whether they may use the washing machine themselves.

Clear guidance is given on how to use appliances safely, and which detergents to use.

# Use of the homestay's car for transport

Any cars used to transport students should be roadworthy with up-to-date tax, insurance, and MOT (where required). If you provide transport using your car for the students in your care, please be aware of the need

for adequate comprehensive vehicle insurance and that you should inform your insurers that you will be using your car to provide transport to international students for which you may be paid or receive expenses.

Please ensure that all relevant laws relating to the use of child seats or booster seats for under 12s, when the student is below 135cm in height, and seat belts for over 12s or more than 135cm tall are discussed with students and adhered to.

# Access to computers and the internet & safe use of the internet

It is most likely that your student will want to access the internet during their stay. We ask that they use their own devices and not the family computer. We have an online safety policy that outlines the main risks to be aware of and what you can do as a homestay to help keep students safe. Please take time to read this document. (Available on our webiste <a href="https://www.ukspeeder.com/">https://www.ukspeeder.com/</a>)

# Health and Safety in the Home

We expect all homestays to adhere to our health and safety guidelines:

- A minimum of one smoke alarm should be installed on every storey.
- A carbon monoxide alarm to be installed in any room containing a gas, liquid or solid fuel burning appliance.
- An annual landlord gas safety check to be undertaken by a Gas Safe registered engineer and a copy
  of the certificate provided to the guardianship organisation.
- The homestay must ensure that the electrical system is safe, e.g. sockets and light fittings are secure and not overloaded and any appliances used by the student are safe.
- The homestay must discuss the possible evacuation routes from the property with students on a regular basis. If doors or windows are locked students must know where to find the key in the event of a fire.
- If fire extinguishers and fire blankets are provided, they must be suitably serviced.
- Where open fires are used, a suitable fire guard should be in place when the fire is lit.
- Any matches / lighters should be appropriately stored.
- A basic first aid kit should be available to include, plasters, sterile eye-pad, triangular bandage, safety pins, non-medicated wound dressing, disposable gloves, leaflet giving guidance on first aid.
- Any prescription medication and drugs should be kept safely especially when hosting young students.
- Alcohol should be appropriately stored.
- The homestay should have an awareness of basic food hygiene when preparing meals for students.

**CCTV Use:** Where CCTV is in use, homestays must ensure it complies with ICO privacy guidance and is used lawfully and proportionately.

We will conduct an initial visit to check that your accommodation is suitable prior to you hosting a student. Thereafter we will visit at least once a year to undertake an annual check. Please let us know immediately if there are any changes in the accommodation you are offering. This includes informing us of any temporary building work that may take place when you are due to host students.

Please refer to our separate Welfare, Health and Safety statement, that can be found Please refer to the UK Speeder Consulting Ltd website.

# Photography & Video Consent

Photographs or videos of students should only be taken with their explicit consent and used responsibly.

#### Medication

Occasionally students may have health conditions that require them to take medication. Medicines will usually be passed to the homestay from the school, with full details given. In such circumstances we will provide you with a care plan, which will provide necessary information, and an administration of medicines record sheet. Please record any medication administered and return the sheet to the Designated Safeguarding Lead (DSL) at the end of the student's stay. Where a student's condition requires homestays to have specific training, we will arrange this for you. If a student arrives with medication that you were not expecting, please contact the Designated Safeguarding Lead (DSL) immediately.

# **Private Fostering**

Where UK Speeder Consulting Ltd has any day students under the age of 16 (under 18, if the student has a disability) living with homestays who are not their parent or a close relative for 28 days or more, they must adhere to the regulations regarding private fostering in place within their local area as directed by their local authority.

UK Speeder Consulting Ltd is required to liaise with the school and the homestay to ensure that where possible the local authority are notified of the proposal for a private fostering arrangement at least six weeks before the date on which the arrangement is to begin. Where the arrangement is to begin within six weeks, the local authority is to be informed immediately.

UK Speeder Consulting Ltd will liaise with the school and homestay to explain carefully what is required of them in entering into a private fostering arrangement. This includes explaining that there will be regular visits and meetings with the local authority.

UK Speeder Consulting Ltd has a system in place for recording all correspondence with the local authority private fostering team and securing relevant permissions to share such information as is necessary with the student, parents, agents (where appropriate), homestay and partner school.

In the case of day students over the age of 16, we are mindful of the extended period students will spend with homestays and regularly carry out suitable checks to monitor and ensure their welfare.

# Changes in circumstances

You are required to inform the guardianship organisation about any changes to the homestay arrangements.

# Expenses and payments

UK Speeder Consulting Ltd ensures that any payments due to homestays are transacted promptly and in line with any contractual agreements in place between the company and each approved homestay provider.

# **Homestay Fees**

Homestay hosts receive payment for providing accommodation, meals, and general care for the student during the agreed hosting period. The rate of payment is confirmed in the individual Homestay Agreement and may vary depending on the age of the student, duration of stay, and the type of board provided (e.g. full board or half board).

# **Payment Schedule**

Payments are usually made monthly in arrears by bank transfer to the account nominated by the homestay. A remittance advice will be issued by email once payment has been processed.

#### **Expenses**

In addition to standard hosting fees, homestays may occasionally incur approved expenses, such as:

- Providing packed meals for school trips;
- Local travel expenses when transporting students for agreed purposes;
- Other reasonable costs pre-approved by UK Speeder Consulting Ltd.

All such expenses must be agreed in advance by a member of the guardianship team and supported by a valid receipt. Reimbursement will be made by bank transfer once the expense has been verified and approved.

# **Record Keeping**

Homestays should retain receipts and a simple record of any authorised expenses for at least 12 months. Expense claims must be submitted via email to bruce.z@ukspeeder.com within 30 days of the cost being incurred.

#### **Late or Missing Payments**

If a homestay does not receive payment within the expected timeframe, they should contact the bruce.z@ukspeeder.com or call +44 7851 576666 (office hours).

UK Speeder Consulting Ltd values the important role that our homestays play in supporting our students and is committed to ensuring that payments are fair, transparent, and made on time.

# Your contract and cancelling the agreement

All homestays working with UK Speeder Consulting Ltd are required to sign a **Homestay Agreement**, which sets out the terms and conditions of the arrangement between the guardianship organisation and the homestay. The agreement outlines the responsibilities of both parties, safeguarding expectations, payment details, confidentiality requirements, and termination clauses.

**Consequences / Breach of conduct:** Any serious breach of safeguarding or conduct expectations may result in immediate termination of the homestay agreement.

#### **Termination by Either Party**

Either the homestay or UK Speeder Consulting Ltd may terminate the agreement by giving at least **four** weeks' written notice. This allows sufficient time for alternative arrangements to be made for any students currently in residence.

#### **Immediate Termination**

The company reserves the right to terminate the agreement with immediate effect if:

- There is a safeguarding concern, or any breach of the company's Safeguarding and Child Protection Policy;
- The homestay fails to comply with any statutory requirements (for example, DBS checks or health and safety standards);
- There is evidence of misconduct, negligence, or behaviour that may bring the company into disrepute;
- The homestay environment is deemed unsuitable following inspection.

#### **Notice from the Homestay**

If the homestay wishes to end the agreement, written notice should be sent to UK Speeder Consulting Ltd via email to bruce.z@ukspeeder.com, with a copy to the Designated Safeguarding Lead. The homestay must ensure that any student currently staying with them is treated with care and that alternative accommodation is arranged in coordination with the guardianship organisation.

#### **Final Payments**

Following termination, all outstanding payments and approved expenses will be processed promptly once any final hosting periods are confirmed.

#### **Record Retention**

Homestay records (including DBS certificates, inspection reports, and communication logs) will be securely retained by UK Speeder Consulting Ltd in accordance with our Data Protection Policy.

UK Speeder Consulting Ltd values long-term partnerships with our homestays and aims to resolve any issues through open communication wherever possible before considering termination.

# Responsibilities during a pandemic

Pandemics can cause major disruption to travel and schooling. It is important in such events that UK Speeder Consulting Ltd takes advice from the government, the UK Health Security Agency and the World Health Organisation. AEGIS also provides guidance for members to follow. This is regularly updated as a situation develops. Usually, in a pandemic it is important to restrict movement so as not to spread the disease further. That means boarding school students would usually remain at school. In the event of a pandemic UK Speeder Consulting Ltd may not be able to offer homestay accommodation as this could place students, homestay families and the wider community at risk. UK Speeder Consulting Ltd will work with parents to find flights to home countries where required. UK Speeder Consulting Ltd will work with schools to meet students' needs during a pandemic. This could be by helping to support students to learn remotely as directed by the school. UK Speeder Consulting Ltd will work with parents and schools to find suitable quarantine accommodation for students where required. UK Speeder Consulting Ltd has a policy that outlines the procedures we will follow during a pandemic. This can be found This can be found in the



Safeguarding and Child Protection Policy – Pandemic Response Appendix (available on the website https://www.ukspeeder.com/)