

# BSA Group Certified Host Family Provider Scheme 2022/2025

## BSA Group Certified Host Family Provider Scheme

The Certified Host Family Provider Scheme is available to organisations which provide host family accommodation. This is a BSA Group product.

It is widely acknowledged that organisations accommodating young people away from their family homes have a particular duty of care towards them, but that standards, regulations and expectations within the sector can be variable. The BSA Group Certified Host Family Provider Scheme aims to give providers the support and resources they need to operate effectively and safely and with the best interests of the young people at heart.

### Benefits

- The BSA Group assurance of professional quality
- BSA Certified Host Family Provider logo and certificate to promote your services
- Regular newsletters
- Listing on the BSA website
- Two complimentary places annually on our day seminars
- In-House Legal Counsel to support members on immigration advice\*
- Discounted access to other BSA Group memberships, training and events
- Complimentary termly 'Toolbox' talks.

### Eligibility

- The scheme is open to host family accommodation providers in the UK and Ireland.

### How to apply

#### Complete the application form to include:

- Key company information
- Details of the person(s) responsible for safeguarding and evidence of recent advanced safeguarding training certifying that enhanced DBS checks have been carried out on relevant staff and all host family members aged over 16 and that this be in place for any new staff and/or host family members
- Copies of policies including safeguarding and safer recruitment
- Information about appropriate safeguarding training for all staff including host family leads
- Evidence of company insurance
- Data protection policy
- Assessment requirements for host families including suitability of accommodation
- Contact details of two referees from UK schools with whom you are working closely with
- Application details will be verified and background checks made
- Meeting with the BSA Director of Guardianship and Inclusion to discuss your application
- Membership will be valid for three years (from the issue of the certificate).

## Code of Conduct

All BSA Certified Host Family Providers will be expected to abide by the BSA Code of Conduct under this certified scheme.

1. The Host Family Provider's first duty of care is to the individual child/young person.
2. The Host Family Provider's role is to work closely with the parent and/or educational guardian, the child/young person, the host family and the school (if appropriate) to support and promote the safeguarding and wellbeing of the child.
3. The Host Family Provider will foster an open relationship where needs and concerns can be communicated by all stakeholders.
4. The Host Family Provider will recruit and train host families, matching them to the individual child/young person and working to build up a good relationship between them.
5. The Host Family Lead will always ensure the child/young person's safety and welfare when they are in the UK and in accommodation arranged by the Host Family Provider.
6. The Host Family Provider will provide a suitable 24-hour emergency contact for all children/young people staying in accommodation arranged by the Host Family Provider.
7. The Host Family Provider will have and follow appropriate safeguarding and safer recruitment policies; seek expert advice regarding any concerns and ensure compliance with all statutory duties including making appropriate referrals to the local authority.

In the event of any concerns being identified, BSA Group reserves the right to suspend Host Family Provider certification pending the outcome of an investigation

## Cost

The BSA Host Family Provider Scheme is made up of an initial registration fee and then a subscription free for years 2 and 3.

Fees	Total fee (ex VAT)	Total (inc VAT)
Registration	£1500	£1800
Subscription year 2	£250	£300
Subscription year 3	£250	£300

Registration is valid for three years.

The fee must be paid before attendance at the training is confirmed or the certificate and logo sent.

*\*Maximum call times are limited to 15 minutes. Host Family Providers are entitled to up to three free calls per term. Anything over 15 minutes or over three free calls per term will be chargeable by agreement and free calls cannot be banked to carry over to future terms or academic years.*

The BSA Certified Guardian scheme is designed to improve the working relationship between high quality educational guardians and BSA boarding schools.

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