



AGENT DECLARATION – GROUP LEADER SUITABILITY

Agency Name:

Company Stamp:

I, the undersigned, confirm as follows:

- all group leaders, including myself, accompanying students under the age of 18 booked by my agency to study at Mackenzie School of English have either a **Police Certificate of Good Conduct** provided by their country of residence, or a **Valid Certificate of Criminal Record Clearance** provided by their country of residence (UK equivalent DBS check)
- I have seen such a certificate and hold a copy on my files. I will provide Mackenzie School of English with a copy if requested.
- I have no reason to doubt the suitability of our appointed group leaders to work with students under the age of 18
- I understand Mackenzie School rules, regulations, terms and conditions regarding care of students and supervision levels of students under the age of 18 and I will communicate these terms and conditions to parents of students under the age of 18.
- I will comply with Mackenzie School in obtaining Parental Consent forms (or other necessary documentation) for all students and forwarding these to the school office ahead of travel.

Name.....

Signature.....

Date.....