

INTERNATIONAL PROGRAM - HOST FAMILY AGREEMENT

Date: _____

**Between Mission Public School District #75 International Student Program
and**

Host Family Name(s): _____

The authority of the School District under this agreement is exercised by International Program staff.

In consideration of the student being admitted to the International Student Program and assigned a Homestay, and in consideration of the promises set out in the agreement, the parties agree to and undertake the following:

Financial Considerations:

- I will abide by the program guidelines re: amount of Homestay Honorarium.
- Fees will be paid the last Thursday of each month.
- If a student pays the Homestay honorarium directly and is late with payment, you must notify the Homestay Coordinator immediately.
- Because students often return home for holidays and/or leave early for summer vacation, we do not pay host families for the few days if a student arrives before the first of the month. Any pro-rated situation will be determined by the Homestay Coordinator in consultation with the Program Manger.
- The Host Family cannot charge any additional fees to the student.
- The student must pay for any damage that he or she causes to the property of any Homestay Family members. These situations will be coordinated by International Program staff.
- Students and Homestay family members may not lend or borrow money from each other.
- The student must pay for all charges, such as long distance telephone, including charges that arrive after the student has left (ask student to use phone cards).

HOST FAMILIES AGREE TO THE FOLLOWING:

1. Host Parents are expected to provide a personal bedroom, suitably furnished, with a desk and reading lamp, three nutritious meals a day, and snacks. As well, students should expect reasonable use of the common areas of the house and facilities.
2. Host Parents will provide appropriate services to the student including airport pickup and drop off, integration into the home, and orientation to the community.
3. Homestay payments end on the student's program end date. Host Parents should not invite students to extend their stay beyond their program end date, or ask them to join family summer holidays or agree to other arrangements for the student to extend their stay. Any such arrangements must first be approved by the International Program Manager.
4. Host parents must provide a current RCMP criminal record check for all household members, age 19 and older. If an adult subsequently takes up residence in the household, they will also require an RCMP CRC. It is the responsibility of the Host Family to notify the Homestay Coordinator that there is another resident in the home. (The CRC is provided free of charge for additional adult residents living in the home.)
5. Host parents must have a current Volunteer Drivers Form on file and must submit an ICBC Drivers Abstract annually. (Drivers Abstract are free. Call: 1-800-950-1498)
6. I understand that the Homestay Coordinator will move a student if a move is in the best interest of the student.
7. I will not allow my student to drive any motor vehicle including my family or business vehicle.
8. I am aware that I am responsible for arranging adequate liability insurance to cover an international student living in my home. All households or home owners' policies require the owner to notify the insurer of any change in risk.

The Host Family must provide evidence, on paper, to the Homestay Coordinator that they have complied with this requirement.

9. I will contact the Homestay Coordinator or Program Manager in a timely manner should significant problems occur with a student.
10. I will keep all information about students confidential as required under the Freedom of Information and Privacy Act. Personal information about students will be shared only with the Homestay Coordinator or Program Manager.
11. I will act as a judicious, caring parent, and regard my international student as a family member. This will include family responsibilities that I would provide for my own child, such as transporting students to activities.
12. International students while adjusting to our culture and school, may make judgments and assumptions about their host family situations. They tend to share this information with others. If this occurs, I agree to direct my concerns to the Homestay Coordinator, and I will not involve other Host Parents.

13. I will provide an environment conducive to homework completion and studying and will provide supportive interest in the student's school progress. I will attend parent/teacher interviews as requested, and pick up student report cards from the school. If academic difficulties are encountered, I will contact the school in order that appropriate, timely interventions can be undertaken.
14. I will provide teenaged students with a house key and instructions regarding home safety.
15. I will provide an English only environment for the students in my care.
16. If I host an international student from another program, this information will be provided to the Homestay Coordinator.
17. I understand that hosting a student this year does not automatically guarantee I will host a student in the future.
18. Occasionally students will express dissatisfaction with the Mission Public Schools International Program and consider changing to another school district. If I become aware of a situation like this, I will contact the Program Manager and will not directly facilitate this transfer.
19. I agree to have e-mail and internet access available for supervised student use and for allowing regular communication with the natural family, or the Homestay Coordinator and Program Manager.
20. I will set clear, reasonable and age-appropriate rules for the student, and ensure they are clearly understood.
21. I will abide by the International Student Program guidelines which state that the curfew for high school students is 10:00 p.m. Sunday to Thursday, and 12:00 a.m. Friday and Saturday.
22. I acknowledge that students may not use drugs or alcohol and I agree to contact the Homestay Coordinator or Program Manager directly and immediately should this issue arise. Further, I will not provide alcohol in **any** situation to my student.
23. I will immediately advise the Homestay Coordinator or Program Manager of any medical emergency or accident.
24. In circumstances where an incompatibility exists between the student and Host Family, the Homestay Coordinator will determine if a satisfactory solution can be found. If necessary, I understand that my student will be moved.
25. In the event of an emergency, the student will be moved without notice and without compensation to the Host Family. An emergency situation could be, but is not limited to:
 - Inappropriate touching of the student
 - Illicit drugs or other illegal items in the home
 - Inadequate meals or care and supervision
 - Physical fighting or other inappropriate altercations in the home
 - Abusive, aggressive, or disrespectful behavior toward the student

26. I will not allow my visiting student to participate in any extreme sport such as bungee jumping or sky diving. I will not allow students to ride or be given rides on motorcycles. I will inform my students that 'hitch-hiking' is dangerous and illegal. Further, activities such as sailing or surfing require the permission of the Program Manger. If I am not sure if an activity is appropriate, I will contact the Program Manager. I will instruct my student in the proper use of helmets for biking and the use of seatbelts.
27. I understand that I must never leave the student alone, unsupervised overnight, regardless of the student's age.
28. I understand that my international student is not my babysitter and is not to provide free babysitting services for my family.
29. I am aware that any overnight travel requires the Out of District travel form as well as permission from the Program Manager.
30. I am aware that BC Medical insurance coverage is not adequate for even short trips outside BC or to the USA . I understand that additional insurance is required even for day trips to the USA, unless the student is covered by Guard Me® StudentGuard® private medical insurance.
31. I am aware that if students travel outside BC for more than a day trip, in addition to adequate emergency medical insurance, students also require permission from their natural parent and pre-approval from Mission Public Schools International Student Program. I understand that travel waivers are required, and I will contact the International Program office for further instructions and information.
32. I understand that I am expected to attend Host Family Orientation once per school year. As well, I will make every reasonable effort to attend in-service Host Family educational events as scheduled.

The Host Family agrees to abide by these rules and understands and agrees that failure to comply with the terms of the agreement may result in the immediate removal of the student from the home and the forfeiture of compensation that has been paid in advance for services.

I am aware that in hosting an international student, I am accepting responsibility for him/her. I am aware that if I fail to properly supervise or protect the student, I could be held legally responsible.

Name of Host Mother (please print):

Host mother (signature)

Date

Name of Host Father (please print):

Host father (signature)

Date

- **Our Risk Management procedures are governed by the expectations and protocols of B.C.'s Public Schools Insurer – B.C. School Protection Program.**