



Homestay Agreement

The Victoria International High School Programs (VIHSP) welcomes students, from various countries around the world, into Greater Victoria School District schools. Homestay families are essential participants in the effort to ensure international student success. This agreement specifies the responsibilities of homestay families when hosting international students.

VIHSP will, under the supervision and direction of the Program Director and/or his designate (the Cultural Homestay Placement Officers):

1. Place students in homestay families that, given the information known at the time, best match the needs of the student and the homestay family (see Guidelines, 1-5);
2. Provide assistance to students and homestay families in resolving issues related to student behaviour, school achievement, acculturation, and settlement in Victoria;
3. Provide support for homestay families in the form of a homestay handbook and workshops, and telephone access to emergency response through the program office.

The homestay family understands that:

1. VIHSP staff admits students for study in the school district, who have indicated or demonstrated a sincere desire to learn English and meet the goals of the program. VIHSP staff screen students based on the information provided by the student, their parents, and/or agents. In spite of those efforts, VIHSP and the Greater Victoria School District can not assume any liability for problems created by the student while being hosted by a homestay family (see Guidelines, 6 and 7).
2. Homestay fees are paid directly to the homestay family by the student at the beginning of each month that he or she is hosted. Except in specific circumstances, the VIHSP and the Greater Victoria School District assumes no responsibility for payment of homestay fees (see Guidelines, 8).
3. There is a six week probationary period for a new student/host relationship. A student may change Homestays during the probationary period without giving notice or payment in lieu of notice.
4. After the six week probationary period, Homestay families will be provided with one week's Homestay fees in lieu of notice if the student relocates to another Homestay placement (See guidelines 9 and 10).

The homestay family agrees to the following:

1. Providing suitable accommodation and services for the student, integration into the home, airport pick-up and drop-off, and orientation to the community (see Guidelines, 11 - 16).
2. Providing a safe, respectful and supportive living environment for the student (see Guidelines, 17 - 24);
3. Supervising the social activities of the student, providing guidelines for behaviour, advice in making and choosing friends, and curfew times appropriate for the well-being and development of the student (see Guidelines, 25 and 26);
4. Supervising the student's eating, sleeping, rest, and exercise activities to assist the student in maintaining healthy living routines;
5. Ensuring that the student receives timely medical attention as appropriate or required. Major medical or health concerns regarding a student must be reported to the program;
6. Monitoring academic progress and school attendance, contacting the student's school for information when necessary and contacting the student advisor of ongoing academic or social concerns;
7. Supporting the VIHSP in implementing the Student Participation Agreement with particular concern for student expectations regarding:
 - Travel outside of Victoria
 - School attendance
 - Consumption of alcohol, illegal drugs or banned substances
 - Driving or owning a motor vehicle
 - Following the rules of the school, and the laws of the municipality, British Columbia and CanadaConcerns and/or violations must be reported to the program office.

8. Contacting the program staff within 12 hours in a circumstance where the student is missing without explanation;
9. Informing the program in the event that:
 - The family is planning to change residence, the home is listed for sale, or renovations are being considered;
 - There are changes to the physical or psychological context of the home (see Guidelines 28 and 29);
 - There are additional students from other organizations residing in the homestay;
10. The addition of other residents or students to the homestay without prior consultation with the program could result in the removal of the international student from the homestay without notice or compensation (see Guidelines, 30);
11. Refraining from entering into private arrangements with students, or with parents/families of students, or with guardians or agents of students unless agreed to by the program.
12. Further, it is understood that homestay families should not become involved in pay-for-service driving instruction, tutoring, guardianship services or other similar services without first consulting with the program.
13. Charging fees in excess of the agreed homestay fee, as detailed in section 2.2 of the homestay handbook, is not permitted.
14. Informing the program of any thefts that occur in the homestay household.
15. Informing the program in a timely manner of any damage to the homestay household caused by the student.
16. Understanding that while a student is responsible for any damage he or she causes, program staff can assist with the adjudication/mediation of a dispute between a student and a homestay family. Further, the program or the school district is not able to provide assistance in the collection of money for damages after a student leaves a homestay placement (see Guidelines, 31 and 32).
17. Providing the program with evidence of a criminal record check for all regular occupants of the household who are 18 years of age or older. Costs of provision of the criminal record check are the responsibility of the homestay family. Criminal record checks cannot be older than 2 years and should be renewed every 2 years.
18. Ensuring that the household has adequate insurance liability coverage that includes the presence of a homestay student in the policy. Student's personal belongings are therefore covered under their home country (parent) insurance or a plan purchased separately by the student and/or their parent.
19. Ensuring that the household has in place an emergency evacuation plan and that functioning smoke detectors are in place within the home.
20. Supporting the philosophy and practices of the public school system and School District #61 (see Guidelines, 33).
21. Adhering to the Homestay Guidelines as outlined in the Homestay Agreement Attachment.

Signed: _____

Date: _____

Signed: _____

Date: _____

Cultural Homestay Placement Officer, on behalf
of the Victoria International High School Programs

(Attachment - Homestay Guidelines)