



Homestay Agreement

Thank you for participating as a Host Family for the Greater Victoria School District's International Student program. This agreement sets out the terms and conditions to which you are agreeing and the financial arrangements for your participation as a Host Family.

Student Use of House and Amenities

1. Students will be welcomed into the home with the spirit that they are new members of the Host Family. They will be invited to partake in family outings and other activities. They must be provided with reasonable use of the house and amenities. The term "reasonable" means that the visiting Student should enjoy the same privileges and opportunities enjoyed by the Host Family's own children of similar age. In short, they will be treated like a member of the extended family. Specifically,
 - The Student is not responsible for purchasing their own linens, blankets, towels, etc.
 - The Student is responsible for all of their own mobile phone costs.
 - The use of the family television, Internet, stereo and other such household items is under the control of the Host Parents. If it becomes apparent that the Student should be spending more time on study (as reflected in school marks, comments), use of these items may be restricted by the Host Parents.
 - The Student will be provided basic Internet access at no cost, subject to reasonable limits on data usage.
 - The Student will be provided with a key to the house (and to their bedroom, if a lock is installed).
 - The Student will have access to laundry facilities.
 - The Student understands that s/he is ultimately responsible for all of his/her own personal entertainment costs and personal supplies, including school stationery supplies.



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2. The Host Family will provide a clean, orderly, pleasant and safe living environment for the Student. The Student must have a private bedroom with natural sunlight, a desk, chair, dresser, closet, and bed. The Host Family will not enter the Student's bedroom except in emergency circumstances or in the presence of the student. The Student will not enter the bedrooms of any Host Family members without permission. The Host Family must provide a lock for the Student's bedroom if the Student makes such a request. The primary host will have a copy of the key to the bedroom door if this door has a lock fitted.
3. The Student will have access to a private or shared bathroom that is clean and hygienic with adequate fixtures that are in good repair.
4. The Host Family will provide the Student with written house rules.
5. The primary language spoken in the Host Family home will be English.
6. The Host Family is not responsible for housing the Student's visiting family members (if any) during the course of the year. The Student will not invite visitors/friends into the home to visit or study unless given specific permission to do so by Host Family. The Student will never have visitors/friends stay overnight in their bedroom or elsewhere without prior permission from the Host Family.
7. The Student will share the same responsibilities to the Host Parents and to the general household as those held by the family's own children of similar age. The Student agrees to follow all house rules regarding behavior, curfews, attendance at meals, etc. and to occasionally share in the performance of household duties normally undertaken by the household's own children.

Guidance and Supervision

8. The Host Family agrees to:
 - a. Provide guidance and supervision to the Student consistent with that which would be provided by a careful and prudent parent.
 - b. Supervise the social activities of the Student, provide guidelines for behavior, and follow the Program's curfew times appropriate for the well-being and development of the Student.



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Victoria International Student Programs Uplands Campus

3461 Henderson Road, Victoria
British Columbia, Canada V8P 5A8

T: 250.592.6871 E: isp@studyinvictoria.com

W: www.studyinvictoria.com

- c. Supervise the Student's eating, sleeping, rest and exercise activities to assist the Student in maintaining healthy living routines.
- d. Ensure that the Student receives timely medical attention as appropriate or required. Major medical or health concerns regarding a Student will be reported to the Program within 12 hours.
- e. Monitor academic progress and school attendance, contact the Student's school for information when necessary and informing the student advisor of ongoing academic or social concerns.
- f. Support Victoria International Student Program in implementing the Student Participation Agreement with particular attention to 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, BC and Canada
 - Curfew

***Concerns and/or violations must be reported to the program office**

9. Contact the Homestay Coordinator or Program staff within 12 hours in a circumstance where the Student is missing without explanation.

Limit on Number of International Students

10. The Host Family agrees that they will not accommodate any more than two International Students (whether enrolled at the Greater Victoria School District or elsewhere) at any time without the express permission of the Greater Victoria School District.



Meals

11. The Host Family will provide a variety of nutritional, well-balanced meals on a three-meal per day basis as well as healthy snacks. Junk food and dietary supplements are not included within the contractual agreement.

Termination of Homestay

12. Homestay agreements can be terminated at any time by the School District if this agreement is breached or, in the opinion of the District, the Homestay environment is for any reason no longer suitable.
13. The Host Family cannot remove the Student from the home prior to the expiry of the agreed term of the Homestay without the agreement of the School District's Homestay Coordinator. The Host Family will contact the Homestay Coordinator if the Student is absent from the home unexpectedly, if the Student is missing school without proper cause, or if the Student is behaving in a manner non-compliant with the values and expectations of the Host Family home.
14. There is an acculturation period of one calendar month (from the date of student's initial arrival and program start) for a new Student/Host relationship. A Student may change Homestays during the probationary period without giving notice or payment in lieu of notice.
15. After the one month acculturation period, Host Families will be provided with one week's notice, or Homestay fees in lieu of notice, if the Student is relocated to another Homestay. The exception to this is in the case of emergencies (host or student) which require the student to be removed from the home.
16. Students may be transferred between homes at any time at the discretion of the School District.



Inspections

17. The Host Family agrees that the premises will be open to inspection on demand on 24 hours notice, or, in the case of emergency, immediately. It is expected that the premises will be inspected at least once per year.

Financial Arrangements

18. Because of the special nature of the Student/Host Family relationship, and because the philosophy of the Homestay Program is that the Students are to enjoy the privileges and responsibilities of being a "member of the family", the Student will not be charged a separate fee by families in the form of a security or damage deposit, nor any similar fee.
19. With respect to the Homestay fee, the payment terms are as set out in the schedule attached to this agreement.
20. Students will be responsible for any outstanding bills and expenses including bills or expenses that come to the family following the Student's departure from the home stay.
21. Students and Host Families may not borrow money from, nor lend money to, each other. Financial transactions between Students and Host Families should not take place between Students and Host Families.
22. Host Families must not sign any contracts involving finances on behalf of a student (e.g. cell phone.)
23. Should a damage claim be made by a Host Family against a Student, following the Student's departure from the home, Host Families have 14 days from the date of departure to report damages and submit a claim to the Homestay Department. If no claims are received within that time frame, the claim will not be reviewed.
24. Host Families must not enter into private arrangements with students, or with parents/families of students, or with guardians or agents of students unless agreed to by the Program



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25. Further, it is understood that Homestay families must not provide tutoring, driving instruction, guardianship services or other similar services without first consulting with the Program office.
26. Host Families must not charge fees in excess of the agreed Homestay fee

Criminal Record Checks

27. The Host Family will provide criminal record checks (Police Information Check) to the School District for all individuals over the age of 18 living in the home at least once every three years as requested by the School District and will immediately report to the School District if any individual in the home is charged with a criminal offence.

Liability Exclusions

28. The Host Family, the parent or guardian and the Student understand that the School District does not guarantee the quality of the relationship between the Student and the Host Family or any other relationship. The Host Family assumes any and all risks related to their participation in this program and agree to release and hold harmless the Greater Victoria School District #61, its officers, directors, employees, and agents from any and all claims for any injury, loss or damage, including injury, loss or damage caused by their negligent or intentional acts.

Forum for Dispute Resolution

29. The Host Family agrees that any dispute arising under the interpretation, application or performance of this agreement or in any way arising out of their participation in the School District's International Programs will be resolved in a British Columbia Court and they agree that they will not bring proceedings in any other court or jurisdiction and irrevocably attorn to the jurisdiction of British Columbia courts.



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Signing of Agreement

I agree to abide by the terms of this agreement and the International Program's policies and procedures.

#1

Printed Name of Host Parent

Signature of Host Parent

Date

#2

Printed Name of Host Parent

Signature of Host Parent

Date

***Please also sign the bottom of the Homestay Fee Schedule appendix after this page**



Homestay Fee Schedule and Procedures

In addition to the terms and conditions outlined in the Homestay Agreement, the following fees and procedures are standard for all host families participating in the Greater Victoria School District's Victoria International Student Program.

Types of Placements

Long-term - Students who are placed within the academic year with the intention of a continued stay for 1 semester and up to several years. Host Families with long-term students will be paid a monthly flat rate.

Short-term - Students who are placed with the express intention that their stay will be less than 1 semester. Families hosting short term students are paid a pro-rated amount based on the monthly flat rate.

September and February Payments (Starting September 2018)

September Payments - Payment for the month of September will be delayed 5 business days from the 1st of the month to allow the Program to receive all needed information to ensure payment is correct.

February Payment - Payment for the month of February will be delayed 5 business days from the 1st of the month to allow the Program to receive all needed information to ensure payment is correct.

NOTE: In order to calculate the fees owed for the arrival period for NEW students at the end of August and January as stipulated in the student's Letter of Acceptance it is critical we receive student's arrival information. We cannot make payment until this important information has been received.

Method of Payment

Host families are paid by the Victoria International Student Program and should not receive any money from students. Standard payment procedure is by direct deposit on the first business day of the current hosting month.

Host Name (Printed)

Signature

Date