



## HOMESTAY CARER AGREEMENT

(For use when the school arranges homestay accommodation for international students at the School)

### The expectation of our Homestay carer:

- to provide daily food (breakfast, lunch, dinner, snacks) (including any takeaways or meals out at the parents' expense).
- to care for the student as you would your own child
- to provide a warm, comfortable single room with study facilities
- to encourage the student to participate in the family's activities (e.g.: chores, family pictures, sports and family holidays).
- To support the student in their hobbies (e.g. arrange transport etc)
- to set reasonable rules
- not to provide or purchase alcohol for students
- to set a reasonable curfew at weekends and time to be home after school
- to set reasonable rules for internet and telephone use (we don't want students to be spending all their time on their phones or gaming, and a guideline for bedtimes and no internet use from our school is 10.00 pm)
- discuss their rules and expectations with the student – don't assume anything
- contact the college immediately if there are any serious breaches of the college's rules or health and safety issues (e.g.: drink, drugs, sex)
- to advise us of any change in the home situation since our last visit.

This is an agreement between the homestay carer, being a residential caregiver, and the School (the **Agreement**).

Name of school: **Taupo-nui-a-Tia College (the School)**

Homestay carer's full name: \_\_\_\_\_

Homestay carer's full name: \_\_\_\_\_  
(together the **Homestay Carers**, each a **Homestay Carer**)

Homestay carer's address: \_\_\_\_\_  
\_\_\_\_\_ (the **Residence**)

### TERMS

For the purposes of this Agreement the following terms shall have the following meanings:

**Homestay** has the meaning as set out in the Code. For the avoidance of doubt, this means accommodation provided to an international student in the residence of a family or household in which no more than four (4) international students are accommodated.

**Residential Caregiver** has the meaning as set out in the Code and for the purposes of the Agreement, includes a homestay carer.

### AGREEMENTS

1. The term of the Agreement is for a consecutive 12 months from the date of signing by both parties (the Term). Unless otherwise mutually agreed, the Term automatically renews unless a notice of termination has been provided in writing from one party to the other.

### HOMESTAY CARER/S

2. The role of the Homestay Carer/s is to act as a residential caregiver for the School to provide homestay accommodation, in accordance with, the Education (Pastoral Care of International Students) Code of Practice 2016 (the **Code**) for international students attending the School.

3. The Homestay Carer/s agree to support all students in their care to abide by all rules and expectations set by the School.



4. The Homestay Carer/s agree that the accommodation provided is safe, positive and is a healthy environment for students, and complies with the relevant sections of the Code.
5. The Homestay Carer/s will obtain the prior approval of the School before a student in their care stays overnight in any accommodation that is not supervised by the Homestay Carer/s or organised and supervised by the School.
6. The Homestay Carer/s will immediately inform the School if they become aware of, or have any reason to believe that a student in their care is engaging in any at-risk behaviours.
7. The Homestay Carer/s will immediately inform the School of any changes what-so-ever that may impact the care provided to the student by the Homestay Carers and the Agreement.
8. The Homestay Carer/s will provide the School with no less than fourteen days (14) days prior notice of any changes relating to the families circumstances that may affect the Agreement. This includes, but is not limited to, any change of Residence or any change to the number of adults eighteen (18) years of age or over living at the Residence.
9. When at any time, the Homestay Carer/s have a student enrolled at the School in their care, they agree not to act as a homestay carer for any other student without prior approval from the School.

#### **THE SCHOOL**

10. The School agrees to pay the Homestay Carer a fee in return for providing homestay accommodation for international students in accordance with the Agreement. The School will advise the Homestay Carer/s of the fee when a student is placed for homestay accommodation.
11. The School agrees to pay the Homestay Carer a holding fee to be agreed between the parties from time to time to hold homestay accommodation for periods where a student is absent from the homestay accommodation and no other fee is payable.
12. The School may take such measures as it considers appropriate (acting reasonably) to monitor compliance with the Code. This may include, without limitation, regular visits to the Residence and meetings with both students and the Homestay Carer/s.
13. The School may remove a student from the Homestay Carer/s at any time without prior notice or agreement at the sole and absolute discretion of the School and this may terminate the Agreement.
14. The School has provided, and the Homestay Carer/s have read and understood, relevant information about the requirements of being a residential caregiver including the sections of the Education (Pastoral Care of International Students) Code of Practice 2016 (the **Code**) relevant to residential caregivers.
15. The School agrees that all information regarding the Homestay Carer in providing accommodation will be kept confidential, except disclosure to students or their parents or legal guardians, to any professional consultant or such person where it is in the interests of the students to provide the information or pursuant to any statutory or other legal duty.
16. Contact information for the Homestay Carer/s may be shared with the School's homestay carer community for the purposes of communicating with other homestay carers and will not be passed on to any other parties or used for any other purpose without written agreement from the Homestay Carer/s.
17. The School may use photographs and/or video of the Homestay Carer/s for the purpose of sharing and promoting international education at the School.



### TERMINATION

18. This Agreement may be cancelled by either party giving fourteen (14) days written notice.
19. Failure by the Homestay Carer/s to provide the homestay care in accordance with requirements set out by the School may result in termination of the Agreement.
20. The parties agree that any dispute in relation to this Agreement will be resolved in accordance with the Code and the school policies.

### HOMESTAY ALLOWANCE

The current homestay fee is \$300 per week. From this amount, \$125 is allocated to food for the student, and \$175 is for rent and amenities. If the student is away for one week or more, the family retains \$175 per week, and we ask that the family reimburse the student directly and timely, \$125 per week.

### SIGNING

#### HOMESTAY CARER/S:

By signing below, the Homestay Carer/s confirm that they have read the Agreement and agree to be bound by it in all respects:

Name: \_\_\_\_\_  
(Homestay Carer)

Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
(Homestay Carer)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

#### SCHOOL:

By signing below, the authorised signatory of the School confirms that they are authorised to sign on behalf of the School and confirms that the School will be bound by the Agreement in all respects:

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_