

## Homestay Policy

Policy

### PURPOSE

This policy is designed to be consistent with the guidelines set out in the School Resource Kit of the International Education Division of the DET.

### RATIONALE

Where parents choose for the Department of Education and Training (DET) to arrange accommodation, the Department through the school, is responsible for provision of accommodation, support and general welfare of the student. These arrangements shall be in place for the period that the student will be under 18 while in Australia.

This policy has been developed to meet the requirements of the Education Services for Overseas Students (ESOS) National Code 2007 and Student Visa Condition 8532, which require that appropriate arrangements have been made for the accommodation, welfare and support of students under 18 years of age.

This policy is designed to be consistent with the guidelines set out in the School Resource Kit of the International Education Division of the DET.

### POLICY

The School will organise high quality homestay accommodation which provides a safe, comfortable and caring environment.

The homestay accommodation will be provided by a host which may be a family, couple or single person

Homestay host parents must reside in the same residence as the students. The only exception is where a host owns a secure self – contained flat or bungalow on their own property.

Working With Children Checks will be organised and approved for any persons residing in the home who is over the age of 18 years, prior to the student moving in.

The maximum number of international students per homestay is three, regardless of provider.

The International Student Coordinator or other school representative will conduct a Homestay Site Check at the beginning of the homestay period. After discussion with the homestay provider and the student, a Homestay Responsibility Agreement will be drawn up and signed by all parties at the start of the student's enrolment. This will outline the house rules and requirements as well as homestay costs and methods of payment.

A clear, flexible approach to matters of discipline, house rules and co-operative living will be adopted. Students should be advised that they will be expected to do house hold chore and keep their room tidy and leave the bathroom dry and tidy after use.

A weekly fee of between \$280 plus \$10.00 for internet services will be charged. This covers expenses associated with the provision of the following homestay services:

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- Single bedroom for the student's exclusive use.
- Three meals per day, seven days per week (cooked evening meal)
- Facilities including a bed, wardrobe, towels and linen
- Gas, electricity, heating and water costs
- Cleaning services of common living areas
- Use of living areas within residence
- Study facilities, including a desk, study light and bookcase

The initial payment will include 4 weeks fee's in advance plus a bond that is the equivalent of two week's fees. Subsequent payments will be for approximately 4 weeks fee's at a time.

During holidays a holding fee to secure the homestay accommodation may be required to cover the student's absence.

If a homestay provider wishes to terminate the homestay agreement, a minimum of two weeks notice is given to the student and School.

Students may not change the homestay arrangements without consultation with and approval from the School.

Where a student moves out of a homestay a minimum of two weeks notice must be given to the homestay provider and School. Giving less than this may result in the bond not being returned.

Any overpaid or unpaid fees will be finalised at the time of cancellation of homestay arrangements, and parties will be required to honour their agreements to pay/receive money for time spent in the homestay.


Students must have written permission from their parents and must provide relevant contact details if they wish to stay away from their homestay overnight.

Students and/or parents are required to reimburse homestay providers for any damage to property caused by student, or costs incurred by student during the time of residence.

Complaints that cannot be resolved by either the homestay provider or the student should be referred in writing to the School.

The School will monitor progress of homestay arrangements, including twice yearly visits.

Students over the age of 18 may be given permission to move out of the approved accommodation providing written parental consent is given and the student's choice of accommodation is deemed appropriate by the School.

 <p>Sunbury Downs College <i>'Confidence to Achieve'</i></p>	Quality Controlled					
	Document No. & Title	V 1.0	Parent payments Policy			
	Version	1.0	Author	JCt	Owner	MW
	Approval Date	20/06/2019	Last Review	2019	Next Review	2020
	VRQA Minimum Standard	International Students – School Council				