



WESTLAKE BOYS HIGH SCHOOL HOMESTAY ACCOMMODATION APPLICATION

HOMESTAY DETAILS

Address:	
Suburb:	
Town:	Post Code:
Home Phone:	Phone number for school contact:

HOST MOTHER'S DETAILS

Dr Mrs Ms Miss	Surname:	First Name:	Office use only PV
Known As:	Date of Birth:	Occupation:	
Employer:	Mobile:	Email:	
Ethnicity:	Religion:	Language(s) Spoken:	

HOST FATHER'S DETAILS

Dr Mr Ms Miss	Surname:	First Name:	Office use only PV
Known As:	Date of Birth:	Occupation:	
Employer:	Mobile:	Email:	
Ethnicity:	Religion:	Language(s) Spoken:	

OTHER OCCUPANTS IN HOUSE

Name	M/F	Date of Birth	Occupation/ School Name	Mobile Number	Relationship to Main Contact	Office use only PV

ACCOMMODATION INFORMATION

GENERAL INFORMATION

Have you ever hosted a student in your house before: <input type="checkbox"/> Yes <input type="checkbox"/> No		Year(s) hosted:	
Ethnicity of student(s) hosted:		Name of organisation:	
No of bedrooms in house: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5+		No of bathrooms in house: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3+	
No of bedrooms available for students: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3		[<input type="checkbox"/>] Single [<input type="checkbox"/>] Double	
Does anyone in the household smoke: <input type="checkbox"/> Yes <input type="checkbox"/> No			
Usual dietary practice (e.g. vegetarian):			
Do you have pets: <input type="checkbox"/> Dogs <input type="checkbox"/> Cats <input type="checkbox"/> Birds <input type="checkbox"/> Other (Please specify)			
Facilities: <input type="checkbox"/> Basketball Hoop <input type="checkbox"/> Table Tennis Table <input type="checkbox"/> Pool <input type="checkbox"/> Spa Pool <input type="checkbox"/> Back Yard <input type="checkbox"/> Near Beaches <input type="checkbox"/> Near Shops <input type="checkbox"/> Near Bus Stop <input type="checkbox"/> Boat <input type="checkbox"/> Holiday Home <input type="checkbox"/> Other (Please specify)			
Family Interests: <input type="checkbox"/> Outdoor <input type="checkbox"/> Music <input type="checkbox"/> TV <input type="checkbox"/> Movies <input type="checkbox"/> Reading <input type="checkbox"/> Walking <input type="checkbox"/> Beaches <input type="checkbox"/> Theatre <input type="checkbox"/> Fishing <input type="checkbox"/> Sports (Please specify) <input type="checkbox"/> Other (Please specify)			
Musical instruments available for the student to use:			
Internet Access: <input type="checkbox"/> Broadband <input type="checkbox"/> Ultrafast		Wireless Connection: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Transportation:			
Are you on a bus route? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, time by bus to WBHS: [<input type="text"/>] mins			
If no, time to walk to WBHS: [<input type="text"/>] mins			

PREFERENCES

Age of student: 12-13 yrs 14-15 yrs 16-17 yrs 18+ Any age
 No of Students: 1 2
 Length of stay: short term (2-10 weeks) long term (2 terms or more) either

OUR FAMILY Please introduce your family to a prospective student:

ACCOMMODATION INFORMATION

BEDROOMS AVAILABLE: Please tick

Bedroom 1:	<input type="checkbox"/> Small	<input type="checkbox"/> Medium	<input type="checkbox"/> Large
Available as required:	<input type="checkbox"/> Queen / Double bed	<input type="checkbox"/> Single bed	<input type="checkbox"/> Linen
Heater	<input type="checkbox"/> Dressing table/set of drawers	<input type="checkbox"/> Study desk	<input type="checkbox"/> Study chair
Fan	<input type="checkbox"/> Study lamp	<input type="checkbox"/> Single Wardrobe	<input type="checkbox"/> Double Wardrobe
	<input type="checkbox"/> Mirror	<input type="checkbox"/> Smoke alarm	<input type="checkbox"/> Window
Bedroom 2:	<input type="checkbox"/> Small	<input type="checkbox"/> Medium	<input type="checkbox"/> Large
Available as required:	<input type="checkbox"/> Queen / Double bed	<input type="checkbox"/> Single bed	<input type="checkbox"/> Linen
Heater	<input type="checkbox"/> Dressing table/set of drawers	<input type="checkbox"/> Study desk	<input type="checkbox"/> Study chair
Fan	<input type="checkbox"/> Study lamp	<input type="checkbox"/> Single Wardrobe	<input type="checkbox"/> Double Wardrobe
	<input type="checkbox"/> Mirror	<input type="checkbox"/> Smoke alarm	<input type="checkbox"/> Window

REFERENCES

Please nominate two referees who can provide information on your suitability to care for an international student eg an organisation that you have hosted for before, an employer, a work colleague, a community member, or a close friend. Your referee cannot be a family member.

Name of Reference 1:	Contact Number:
	Email:
Relationship to you:	Length of Time known:
Name of Reference 2:	Contact Number:
	Email:
Relationship to you:	Length of Time known:

BANK DETAILS

We make home stay payments by automatic transfer, payable fortnightly in advance. Please accept that it is your responsibility to advise Westlake Boys High School of any changed bank account details and, should there be any overpayment to you, you agree to repay such monies within 7 working days of written notice.

Please complete your bank account details and enclose a deposit slip or other proof of account number.

Name of Bank:	Bank Branch:
Name of Account:	Account No:

As a Homestay Carer I will:

- care for the student as I would my own child
- abide by the WBHS Guidelines for Hosting International Students, this Agreement and the Education (Pastoral Care of International Students) Code of Practice 2016 (including Amendments 2019)
- provide all meals and a welcoming, safe, positive and healthy home environment for my student
- provide reasonable access to the internet (without extra charge)
- set reasonable home rules, time to be home after school and curfews at weekends
- discuss my rules and expectations with the student and help him to understand these
- encourage my student to participate in family activities (eg: household jobs, sports, activities)
- provide transport when appropriate and attend parent evenings and international functions when possible
- advise the school in advance of any changes to my home. This would include changes in address, phone numbers, a new pet or additional people residing in my home
- obtain prior approval from the school before agreeing to take another fee-paying guest into my home, including providing care for an international student from another organisation
- contact the school immediately if there are any serious breaches of the school's rules, the Student Code of Conduct, any health and safety issues or where my student has an emergency/serious health issue

Westlake Boys High School:

- will pay you a fee in return for providing homestay accommodation for your student(s), in accordance with this Agreement. The school will advise the fee when a student is placed with you
- will pay you a holding fee, to be agreed between you and the school, to hold homestay accommodation for periods where a student is absent from the homestay accommodation and no other fee is payable
- has provided information about the requirements of being a homestay carer including the Westlake Boys High School Guidelines for Hosting International Students, a summary of the Education (Pastoral Care of International Students) Code of Practice 2016 (including Amendments 2019) and the link to the full code: <https://www.nzqa.govt.nz/providers-partners/education-code-of-practice/>
- will regularly visit your home (as per Code of Practice requirements)
- may remove a student from your care, if the school feels that this is in the best interests of the student
- agrees that all information regarding your family 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 student(s) living in your home to provide the information, or pursuant to any statutory or other legal duty
- may use photographs and/or video of the host family for the purpose of sharing and promoting international education at the school.
- may share your contact information with the school's host community for the purposes of communication with other homestay carers and will not be passed on to any other parties or used for any other purpose without written agreement from you

The Homestay Carers and Westlake Boys High School:

- agree that any dispute in relation to this Agreement will be resolved in accordance with the Code and the school policies

SIGNING

Homestay Carers:

By signing below, the homestay carers confirm that they have read and understood this Agreement, and the Westlake Boys High School Guidelines for Hosting International Students, and agree to abide by these.

Name: _____

Signature: _____

Name: _____

Signature: _____

Date: _____

Westlake Boys High School:

Name: _____

Signature: _____

Date: _____