

International Homestay Policy

For international students who wish to stay in Canada away from parents/guardians and study at Studio9, several steps must occur prior to the student attending class. These steps will be the responsibility of the CEO, and include the following:

1. Legal conditions for the international student to stay and study in Canada must be secured.
2. Medical Insurance coverage must be completed.
3. Clear fee information will be provided, including terms of agreement and payment of fees, per diem and monthly homestay fees, services included with fees, additional fees, and the refund policy.
4. The custodian of the international student will be identified and secured. Legal notarization must be completed and a copy presented to the CEO.
5. The homestay will be identified and secured. The homestay is responsible for the care of each international student.
6. All individuals over the age of 18 who reside in the house of the custodian must have a valid and clear criminal record check.
7. The homestay will meet with the CEO and discuss the expectations of the homestay program, including procedures for host family parents in connecting with Studio9.

Upon arrival in Kelowna, the homestay is responsible for the following:

1. The homestay must provide the international student with a private room, and access to facilities within the home.
2. The homestay must discuss provisions such as meals, transportation, communication, and access to shopping for amenities. Meals are to be provided for the student by the homestay family.
3. Home rules and regulations such as curfew, internet use, chores, etc. should be clearly outlined and communicated to the student. Ensuring that all responsibilities are developmentally appropriate and suitable within the context of the home is important.
4. The homestay must procure that the international student understands and has access to the laws and regulations in Canada that pertain to an individual under the age of 19 (such as, but not exhaustive of alcohol purchase/use, illegal drugs, and operation of motor vehicles).
5. The homestay must discuss the conflict resolution process that occurs within the family, and make sure that the international student understands how to ask for conflict resolution, if needed.
6. The homestay must discuss grounds for dismissal from the program with the international student.
7. The homestay must be familiar with the Code of Conduct and Student/Parent Handbook of Studio9.

Upon the culmination of the international students' first day at Studio9, the CEO and principal are responsible for the following, which is beyond the scope of a standard Studio9 student:

1. The international student will be provided a copy/access to the Code of Conduct and Student/Parent Handbook of Studio9, with the expectation that the international student will follow all rules and regulations within and the grounds for dismissal from the homestay program at Studio9.

2. Provide guidance to support systems if needed, such as ELL tutoring.
3. Discuss support that will be provided for the international student, such as being a mediator between homestay and student (if required), partnering the student up with a Canadian, English-speaking student of the the same grade, and support systems within the classroom.

While attending Studio9, the international student is responsible for the following:

1. Engaging with the host family and school, seeking opportunities to become involved in the school and family life.
2. Communicate regularly with their parent/guardian and the host family.
3. Communicate significant issues or concerns to the host family, parent/guardian, custodian, school principal, CEO, teachers, and/or homestay program provider as appropriate.
4. Understand that the school may require a student to move homestay or withdraw from the international student program in cases where accommodation that has been arranged privately is deemed to be unsafe or unsuitable.
5. Respect and be responsible toward the homestay home and property, paying for any damage to family property if found to be responsible for the damage.
6. Understand that there is a BC Children's Helpline (310-1234), which operates twenty-four hours a day, year round, and may be called in cases where the international student feels he/she is being mistreated or unsafe in the home or at school.

Homestay Family Agreement Terms of Agreement

In addition to the above, the homestay agrees to abide by the following program guidelines:

- I will act as a judicious, caring parent, and regard my international student as a family member. I will maintain involvement in their daily lives at school. I agree to interact with students on a daily basis, include the student in appropriate family activities and transport them to certain activities, as required from time to time.
- I agree that the primary consideration for hosting a student is for the cross-cultural experience. I agree to respect the culture and values of the student.
- I will keep all information about students confidential. Personal information about students will be shared only with Studio9 staff.
- I will contact Studio9 immediately should significant problems with students occur (legal, medical, academic).
- I will set clear, reasonable and age-appropriate rules for the student, and ensure they are clearly understood.
- I acknowledge that students may not use drugs or alcohol and I agree to contact Studio9 directly and immediately, should this issue arise.
- I, or other members of the family will not make sexual advances of a physical or psychological nature towards the student.
- I, or other members of the family will not abuse the student verbally, emotionally, physically or sexually.
- I or other members of the family will not abuse alcohol or narcotics.
- I will immediately advise Studio9 of any medical emergency or accident.
- I will provide an environment conducive to homework completion and studying and will provide supportive interest in the student's school progress. I will attend parent/teacher interviews as requested. If academic difficulties are encountered, I will contact the school staff in order that appropriate and timely interventions can be undertaken.

- I will provide each student with his/her own bedroom. The bedroom will include a bed, dresser, closet, desk, chair and lamp for studying.
- I will not ask the student to babysit family members.
- I will not require the international student to maintain the house, yard or cook family meals.
- I will provide the student with phone numbers to reach me during the day, as well as a house key, alarm security codes and instructions regarding the home safety.
- I will provide the student with three meals daily and other reasonable snacks.
- I will provide an "English-only" environment for international students.
- I will inform Studio9 if I host a student from another program.
- I will not leave my international student in the home or in any other situation overnight, unattended.
- I will contact the Studio9 office if I am arranging alternative care arrangements for the international student should I have to be away from the home.
- I understand that I must report any unresolved misunderstandings or conflicts that occur between the student and family members. Although Studio9 will act as a mediator in this situation, Studio9 is under no obligation to resolve misunderstandings or conflicts.
- I understand that Studio9 may move a student if a move is in the best interest of the student. I also understand that I must reimburse Studio9 for the balance of the honorarium if an advance has been given.
- I will not allow an international student to drive any vehicle that requires a federal or provincial operator's license.
- I will not allow international students to participate in any activity that may be considered dangerous or inappropriate to the student. If I am not sure if an activity is appropriate, I will contact Studio9.
- I have notified my home insurance carrier that I will be hosting an international student.
- I will advise Studio9 immediately if any member of the household is charged with a criminal offence.
- I will advise Studio9 and submit a Criminal Record Check of any new household member over the age of 16 years.
- I understand that hosting a student does not automatically guarantee that I will host a student in the future.
- I will obtain consent from Studio9 for student travel. Adequate notice must be provided to Studio9 if documents are required for travel. I will assist students to purchase additional travel insurance if a student travels outside of British Columbia.

Name of Homestay Authority:_____

Signature of Homestay Authority:_____

Date signed:_____

Name of Studio9 CEO:_____

Signature of Studio9 CEO:_____

Date signed:_____