



**EMMANUEL
ANGLICAN
COLLEGE**

Learning ~ Living ~ Leading

HOMESTAY HOST AGREEMENT

This agreement is made between Emmanuel Anglican College ("the College") and the Homestay family ("host") named below.

Homestay Fees

- The College will pay a set fee to families to cover the costs of accommodation, 3 meals per day and transport to and from school and any agreed activities. Payments will be made by direct deposit into the bank account nominated below.
- Hosts will not collect any fees directly from a student.

Accommodation

- The host agrees to provide the student a bedroom within the family home. It must be accessible by an internal staircase if above ground level and must comply with local council's building regulations. Other arrangements may be considered but are subject to approval by the College.
- For longer stay (more than 2 weeks) high school students, the host will ensure that students do not share a room with other students or a member of the host's family, unless specifically approved by the College.
- The host must notify the College if any aspect regarding living arrangements in the home change, for example family or friends staying overnight, change in living conditions, etc.
- It is the responsibility of the host to seek any required permission from their landlord if their home is rented accommodation.
- College staff reserve the right to carry out an inspection of the host premises to ensure that an appropriate standard of accommodation and security is being provided.

Duty of Care

- Hosts agree to provide students with a private and clean bedroom, healthy food and laundry facilities. It is reasonable to expect the host to at least assist with laundry when the Homestay involves primary age students.
- Hosts agree to provide students with advice and safety instructions on the use of any pool area or other household facilities and to politely detail any household rules and practices.
- If the student leaves his/her host family for one or more nights, prior approval must be sought from the College Principal, this includes a 'sleepover' at the house of another EAC student.
- Hosts must ensure that the student is never left at home overnight without an adult who has completed a Working With Children Clearance.
- Hosts agree to the College providing their personal contact details to event and tour organisers for the purpose of involvement in College activities such as sport and excursions.
- Hosts agree to keep any student's personal information confidential and private.

- Hosts are expected to build relationships with students based on mutual trust and communication.
- Hosts are responsible for transportation costs relating to travel to and from school. This includes accessing one of the EAC charter services. Note: International students are NOT eligible for free student travel passes. Host families will have to pay the fare each day.
- Hosts must notify the College promptly in the event of any problems associated with the student's welfare or in the case of the student being involved in an accident, serious illness or medical emergency and must seek any necessary medical attention. Please note that all students have full medical insurance coverage.

Working with Children Clearance

Link: <https://wwccheck.ocg.nsw.gov.au/Apply> (select volunteer option)

- Each person over the age of 18 years who resides in the host family home must satisfactorily obtain and maintain a valid Working With Children Clearance, at all times and any other forms that may be required from time to time for the purpose of fulfilling the College's obligations under the WWC Act (as amended or replaced from time to time), and any other applicable legislation dealing with child protection.
- The host agrees to advise the College immediately if any member of their family is subject to a bar from engaging in child-related work from the Office of the NSW Guardian or any other child-related employment screening agency. This includes where any Homestay family member:
 - I. is a Disqualified Person;
 - II. has been refused a Working with Children Check Clearance (Clearance);
 - III. Clearance has been cancelled;
 - IV. is subject to an interim bar; or
 - (i) is the subject of a risk assessment in accordance with the WWC Act.

Termination

- The College reserves the right to relocate a student without notice if it is considered to be in the best interests of the student and/or the Homestay family. Where this occurs any payment in excess of the student's stay will be reimbursed by the host to the College.
- If at any time, for any reason a Homestay family would like to terminate the agreement it is requested that this be discussed with the College as quickly as possible so that alternative arrangements can be made.

Emmanuel Anglican College is committed to providing students and hosts with positive and safe Homestay experiences.

Please complete, sign and return the Homestay Host Agreement contained on the following page.

Homestay Host Agreement

By signing this agreement the Host agrees to abide by the terms and conditions detailed above.

_____ Signature	_____ Date	_____ Signature	_____ Date
_____ Print Name		_____ Print Name	

Emmanuel Anglican College will make timely payment/s of the agreed daily/weekly homestay fees to the Host by direct deposit to the following bank account:

Account Name: _____

BSB Number: _____

Account Number: _____

- Yes, all people aged 18 years and above, living at my address, have a current Working With Children Check number. I have provided these numbers on my Homestay Host Application form.

This agreement is subject to final approval by Emmanuel Anglican College.

Date: _____

Mr Robert Tobias
Principal