

# HOST FAMILY AGREEMENT

This agreement dated:



Made between the following parties:

**Comox Valley International Student Program  
School District #71 Comox Valley**

(the "School District #71")

-and-

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Host family parent(s) print name(s)

**For the period: August 20, 2021 to August 31, 2022**

The authority of School District #71 under this agreement is exercised by District Principal of Comox Valley International Student Program and designates.

In consideration of the student being admitted to School District #71 and assigned a Host Family, and in consideration of the promises set out in this agreement, the parties agree to and undertake the following:

## Financial Considerations

- Upon receiving the monthly homestay honorarium, I agree to abide by the program guidelines and protocols
- I agree to a homestay honorarium of \$900.00 CAD per calendar month for the academic year 2021-2022
- Fees will be processed by School District #71 accounts department the first Thursday of each month with funds deposited via bank transfer into your bank account (this may take 1-3 business days).
- Students **DO NOT** pay the homestay family honorarium directly
- **Because students often return home for holidays and/or leave early for summer vacation, we do not pay homestay families for the few days in August/January when students arrive early. Students may arrive a few days early for Summer Program or for School Program start, this is within reason of monthly Homestay payment and will not be paid for extra days unless approved by Homestay Coordinator's discretion.**
- **Any pro-rated situation will be determined by a School District #71 Homestay Coordinator in consultation with the International Student Program District Principal**
- The homestay family cannot charge any additional fees to a student
- The student must pay for any damages that he or she causes to the person(s) or property of any homestay family member
- Students and homestay family members may not lend or borrow money from each other
- The student must pay for all charges, such as long distance telephone calls, including charges that arrive after the student has left (ask the student to use a phone card, skype or another VOIP service).

Please initial: Host Parent 1 \_\_\_\_\_

Host Parent 2 \_\_\_\_\_

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1. Homestay families are expected to provide a personal bedroom, suitably furnished, three nutritious meals per day and snacks. Wifi internet is also a requirement to host. Students will also be provided reasonable use of the common areas of the house and facilities.
2. I understand that International students must depart from Canada upon completion of their study period. June 30 annually is the standard end date on most international student study programs and is recognized as the last day of School District #71's International Student Program annually. I also understand that should an extension to this date be requested by my International Student, I will inform School District #71's District Principal of International Education and/or designate immediately.
3. I agree to send a copy of my international student's complete arrival and departure flight information to School District #71 by email ([chris.parker@sd71.bc.ca](mailto:chris.parker@sd71.bc.ca)) as received directly from my international student.
4. I will submit my name for a RCMP criminal record check for all household members, age nineteen (19) and older. If an adult subsequently takes up residence in the household, they will also require a RCMP criminal record check. It is the responsibility of the homestay family to notify School District #71 that there is another resident living in the home.
5. I understand that School District #71 will move a student from my home if in the best interest of the student.
6. I will not allow my student to drive any motorized vehicle including my family or business vehicle.
7. I am aware that I must carry full personal liability insurance of not less than two (2) million dollars to cover an international student living in my home. All households or home owners' policies require the owner to notify the insurer of any change in risk. The homestay family must provide evidence, in writing, to School District #71 that they have complied with this requirement.
8. I will contact the District Principal or designate should significant problems with student(s) in my home occur.
9. I will keep all information about students confidential as required under the Freedom of Information and Privacy Act. Personal information about students will be shared only with the District Principal and/or designate.
10. I will obtain consent of the District Principal for student travel as outlined on the [student travel request form](#).
11. I will act as a judicious, caring parent, and regard my international student as a family member. This will include such family responsibilities as transporting students to activities as I would provide for my own child.
12. International students while adjusting to our culture and school, make judgments and assumptions about their homestay family situations. They tend to share this information with others. If this occurs, I agree to direct my concerns to the District Principal or designate (usually a Homestay Coordinator), and will not involve other homestay families.

Please initial: Host Parent 1 \_\_\_\_\_

Host Parent 2 \_\_\_\_\_

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13. 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 in order that appropriate, timely interventions can be undertaken.
14. I will provide the teenaged student with a house key or house code and instructions regarding home safety.
15. I will provide an English only environment for the students in my care.
16. If I host an international student from another program (e.g. North Island College or Rotary), this information will be provided to the District Principal and/or designate (usually the Homestay Coordinator).
17. I understand that hosting a student this year does not guarantee I will host a student in the future.
18. Occasionally students will express dissatisfaction with School District #71 and consider changing to another school district. If I become aware of a situation like this, I will contact the District Principal through the Comox Valley International Student Program office and not directly facilitate this transfer.

### Communications

19. I agree to have e-mail and wifi internet access available for supervised student use and for allowing regular communication with the District Principal, Homestay Coordinator's and School District #71 staff.
20. I agree to have my email and home phone contact information shared on ISP Homestay Contact list only available to other Homestay families and information not to be shared outside of ISP Homestay program.
21. I agree to receive electronic messages (email) from School District #71.

### Homestay Responsibility

22. I will set clear, reasonable and age-appropriate rules for the student, and ensure they are clearly understood
23. I will abide by School District #71 International Student Program rules which state that the student curfew is as follows:

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|------------------|--|
| a. Grade 7 & 8   | Sunday to Thursday – 8:00pm<br>Friday & Saturday 9:00pm  |
| b. Grade 9 & 10  | Sunday to Thursday – 9:00pm<br>Friday & Saturday 10:00pm |
| c. Grade 11 & 12 | Sunday to Thursday 10:00pm<br>Friday & Saturday 12:00am  |

Please initial: Host Parent 1 \_\_\_\_\_

Host Parent 2 \_\_\_\_\_

24. I acknowledge that students may not use recreational drugs (not doctor prescribed) or alcohol and I agree to contact the District Principal or designate directly and immediately should this issue arise. Further, I will not provide alcohol in **any** situation to my student.
25. I will immediately advise the District Principal and/or designate of any medical emergency or accident.
26. In circumstances where an incompatibility exists between the student and the homestay family, a Homestay Coordinator will determine if a satisfactory solution can be found. If necessary, I understand my student will be moved to a different approved homestay family.
27. Should a student need a change in Homestay Care or removed from your home, the remaining fee per day must be paid back to the Comox Valley International Student Program. The situation will be determined by a School District #71 Homestay Coordinator in consultation with the International Student Program District Principal
28. I have read the “Host responsibilities” for quarantine procedure, provided by CVISP. I agree to abide by Host Responsibilities for quarantine procedure.
29. In the event of an emergency, the student will be moved without notice and without compensation to the homestay family. An emergency situation could be, but is not limited to:
  - a. Inappropriate touching of a student
  - b. Illicit drugs or other illegal items in the home
  - c. Inadequate meals or care and supervision
  - d. Physical fighting or other inappropriate altercations in the home
  - e. Abusive, aggressive, or disrespectful behavior toward the student
30. I will not allow my visiting student to participate in any extreme sport such as bungee jumping or sky diving. I will not allow students to ride or be given rides on motorcycles. I will inform my students that “hitch-hiking” is dangerous and illegal. Further, activities such as sailing require the permission of the District Principal. Each student’s natural parents complete an [activity waiver](#) clearing involvement in high risk activities.
31. I understand that I must not leave the student alone, unsupervised, overnight, regardless of the student’s age.
32. **Respite:** I will apply online: [www.studyinbritishcolumbia.com/respite](http://www.studyinbritishcolumbia.com/respite) to request or to inform the International Program when I need respite for my student.
33. I am aware that students are permitted to travel to the USA (but not other countries) and will ensure that the appropriate forms and waivers are completed by the student’s parents and ourselves as appropriate. I will not pressure my student(s) to be involved in a trip to the USA that my family is planning.

[USA Travel Release Waiver – Homestay Parent](#)

[Travel to Foreign Country Release Waiver – Natural Parent/Guardian](#)

34. I understand that I am expected to attend a Homestay Family Orientation once per school year. As well, I am expected to make every reasonable effort to attend in-service Homestay Family educational events as scheduled.

Please initial: Host Parent 1 \_\_\_\_\_

Host Parent 2 \_\_\_\_\_

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The Homestay Family agrees to abide by these rules and understands and agrees that failure to comply with the terms of the agreement may result in the immediate removal of the student from the home and the forfeiture of compensation that has been paid in advance for services.

I am aware that in hosting an international student, I am completely responsible for him/her. I am aware that if I fail to properly supervise or protect the student, I could be held legally responsible.

Host Parent 1:

Host Parent 2:

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**\*\*School District #71 Risk Management procedures are governed by the expectations and protocols of BC Public Schools Insurer – BC School Protection Program\*\***

