

# Korowal School



## Homestay Information for Overseas Students

### **Information for Parents of Overseas Students - Homestay Guidelines**

#### **Accommodation & Welfare**

##### **Students under 18 years**

International students under 18 years of age must have appropriate accommodation and welfare arrangements in place for their period of study.

The following accommodation and welfare options are acceptable:

- Living with parents or relatives approved by the Commonwealth Government Department of Immigration and Citizenship (DIAC)
- Living with parent nominated homestay ( relatives or close family friends approved by Korowal School)
- Living in homestay accommodation arranged by Korowal School

Korowal School does not offer boarding facilities.

#### **1. Living with parents or relatives approved by DIAC**

##### **Primary School (Kindergarten - Year 6)**

Primary school students must have a parent residing with them at all times during the period of enrolment.

##### **Secondary School (Years 7 - 12)**

Students may live with one or both parents for the full duration of enrolment.

Parents may also nominate on the visa application form a suitable relative to be appointed as the child's guardian:

- DIAC approved relatives include brothers, sisters, grandparents, aunts, uncles, nieces, nephews, step-parents, step-brothers/sisters, step-aunts/uncles, step-grandparents

- The relative agrees to undertake the responsibilities of the guardian/carer.
- The relative must be a resident of NSW, be over 21 years of age and must be able to remain in Australia until the student is 18 years of age
- Parents must provide proof of the relationship of the student to DIAC
- The relative must obtain an Australian Federal Police clearance
- DIAC is responsible for approving arrangements

## **2. Living with parent nominated homestay**

For students aged 15 years (Year 9) or older, parents can nominate for their child to live with close family friends or distant relatives.

- Korowal School will issue a Confirmation of Appropriate Accommodation and Welfare (CAAW) to DIAC to enable issue of your child's visa
- The nominated homestay parent takes on the role of guardian/carer for the student.
- The nominated guardian/carer must be approved by the Korowal School
- Accommodation and living arrangements must meet standards approved by the school
- The person nominated to provide accommodation, along with all family members aged over 18 years, must satisfactorily complete a Working with Children Check
- Once all requirements are met and accommodation/welfare arrangements are considered satisfactory, Korowal School will approve the arrangements.

## **3. Living in homestay arranged by Korowal School**

For students aged 15 years (Year 9) or older, Korowal School can place students into approved local homestay accommodation.

- Homestay provides a unique opportunity to learn more about Australian life and to improve English language skills by living and sharing with an Australian host family.
- Homestay accommodation is arranged through families of existing students or other families known to the school
- The homestay parent takes on the role of guardian/carer. For more information about responsibilities of the guardian/carer, see *Guidelines for Host Families*
- To ensure students have a safe place to live, homestay families will undergo a satisfactory police check.
- Students are provided with their own bedroom, a study desk, and a shared bathroom.
- Accommodation arrangements are inspected by the school to ensure that standards are being met
- The homestay family will provide two meals per day on weekdays, and weekend meals as appropriate.
- Korowal School will issue the Confirmation of Appropriate Accommodation and Welfare (CAAW) to DIAC to enable issue of your child's visa
- Parents may request a change of homestay family by contacting the school
- Homestay costs generally around A\$250 per week.
- Airport pickup can be arranged with the homestay family.

**Students over 18 years**

International students over 18 years are strongly encouraged to remain in homestay accommodation or continue to reside with their relatives until they complete high school. Parents may be contacted to approve any changes to students living arrangements.

Details of an adult contact person who can also be present at enrolment interviews must be provided in all cases.

## **Guidelines for Host families**

Guardians / Carers / Homestay parents are an important link between the student's parents, the school and the student.

Prospective Guardians / Carers / Homestay parents will be interviewed by the School Coordinator or delegate to ensure they are fully aware of their duties/responsibilities such that the School is able to make an assessment of their suitability to act in the role.

The guardian / carer / homestay parent undertakes to perform the following duties/responsibilities:

- Maintain regular contact with the student and liaise with the school and parents
- Ensure the student has regular and punctual school attendance. Student visa regulations require a minimum of 80% attendance and failure to meet attendance requirements can lead to the cancellation of the student visa
- Notify the School Coordinator in writing of any changes in address or living arrangements within 7 days. The guardian must sign the notification and provide full details of the new arrangements. If the student is under 18 years and the accommodation and welfare arrangements are approved by Korowal School, then written approval must be obtained prior to the change of arrangement
- Contact the parents and School Coordinator in case of an accident, serious illness or medical emergency
- Assist the student to seek necessary medical attention and obtain proper medical certificates in case of absence
- Inform the parents promptly in the event of any problems, discuss solutions with parents and act promptly on their advice
- Telephone or write to the School Coordinator requesting leave for the student for medical, dental or any other appointments, specifying the dates and times of their absence
- Liaise with the School Coordinator concerning behaviour, conduct or any issues that may affect the student's progress
- Attend school meetings such as parent/teacher interviews, subject selection meetings and other school meetings deemed necessary by the School Coordinator on behalf of the parents
- Assist the student to understand school and visa requirements and abide by them
- Take responsibility for the student's welfare and supervision outside school hours.

### **The Required Standards for student accommodation are as follows:**

The home must be clean and comfortable and the Homestay Hosts / guardians must reside at the Homestay Premises.

Prospective Guardians / Carers / Homestay parents will be interviewed by the School Coordinator or delegate at their premises to ensure they are fully aware of following

requirements such that the School is able to make an assessment of their suitability to offer accommodation. When arrangements are assessed as meeting the requirements then the School will issue the Confirmation of Appropriate Accommodation and Welfare (CAAW) to DIAC to enable issuing of the student's visa.

- Each student is to have its own room, bed, desk or if a shared room no more than 2 persons per room (same sex) each of whom must have separate bed and desk;
- Students are not to share rooms with host family members and sharing arrangements will only be provided if the parents of the Student(s) so request;
- There are to be no more than 3 overseas students residing in the home;
- Students are to be given a key to the home or arrangements made so that the Student can gain access to the home at any time;
- There must be adequate lighting for study purposes;
- There must be heating in winter and some means of cooling in summer;
- There must be access to shared bathroom, with reasonable time allowed for showers (10 minutes);
- There must be access to kitchen and laundry facilities and use of shared living areas of home;
- The Homestay Host is to provide 2 meals a day on weekdays and (usually) 3 meals on weekends, as appropriate and, in providing meals, the Homestay Host must be aware of and take account of cultural differences. Food should be available for Students to make themselves an after school snack;
- House rules are to be discussed and explained to the Student, (including friends visiting, use of phone and incoming calls, cleaning of room or other household tasks, meal times and rules for behaviour such as going out and times for arriving home, manners and courtesy);
- Use of telephone and/or computer facilities is to be at students own expense. However charges to the Student should only cover the actual cost of phone or internet usage. Use of Homestay internet will be restricted including restrictions on downloads. Internet access is usually not permitted after 11pm.
- Personal items and their insurance to be at the Student's own risk;
- Students may change Homestay Premises if there is a medical reason to do so, or a request from parents of the Student if a particular Homestay Premises is not compatible, in the reasonable opinion of the Student.

### **Cancellation and Suspension of enrolment**

Whist ever a student, under the age of 18 years, remains in the country with a student visa issued in relation to a course of study offered by the school the suitability of accommodation arrangements remains the responsibility of the School.

In the event that a students' enrolment is suspended or cancelled the School is still

responsible for checking living arrangements. If for any reason the School is not satisfied by accommodation arrangements a report will be made to DIAC via PRISMS that the School no longer approves of arrangements.

In any event the school will advise DIAC through PRISMS as soon as practical of any change to living arrangements.