



## Bendigo Senior Secondary College

Christina Xie

International Homestay Coordinator

Homestay is a term used to describe full board accommodation offered by a family, a couple or a single person for which a set weekly fee is charged. This fee covers all expenses associated with providing food and shelter to an international student. This includes providing:

- A single room for the student's use
- Three meals a day, seven days a week
- Facilities – a bed, wardrobe, towels and linen
- Utilities – gas, electricity, heating and water costs
- Cleaning services of common living areas
- Use of living areas within residence
- Study facilities – desk, study light, bookcase.

Please complete the following details in English using BLOCK LETTERS (eg. PENNY).

International Student Name ..... ID Number:.....

### Section A: Student Details

Family name: \_\_\_\_\_  
Given names: \_\_\_\_\_  
Date of birth (dd/mm/yy): \_\_\_\_\_ Gender: Female / Male  
Nationality: \_\_\_\_\_  
Address in home country: \_\_\_\_\_  
State: \_\_\_\_\_ Country: \_\_\_\_\_  
Parent's contact details: (H): \_\_\_\_\_ (M): \_\_\_\_\_ Email: \_\_\_\_\_  
Student's contact details: (M): \_\_\_\_\_ Email: \_\_\_\_\_

### Section B: Homestay Family Details

Name/s: \_\_\_\_\_  
Address: \_\_\_\_\_  
Contact details: (H): \_\_\_\_\_ (W): \_\_\_\_\_ (M): \_\_\_\_\_  
Email: \_\_\_\_\_  
Names (and ages) of other family members or people living at residence: \_\_\_\_\_

Note: Evidence of Working with Children Checks are required for all residents 18 years of age.

### Section C: Homestay Accommodation Details

Dated: December 2019

Person Responsible: Assistant Principal – International Programs

Endorsed by College Council: N/A

Review: December 2021

Bendigo Senior Secondary College: Department of Education & Training CRICOS Provider Code: 00861K

Bond amount – held by school (2 weeks payment in advance): AUD \$ 500 \_\_\_\_\_ Homestay fee per week: AUD \$ 270 \_\_\_\_\_

Method of payment: Payment of Homestay fee by parents to school (for disbursement to Homestay provider)

Commencement date: \_\_\_\_\_ End date: \_\_\_\_\_

Board arrangements during school holidays: Holding fee of **\$50.00** per week to be paid during term holiday periods. **No holding fee** to be paid during the Christmas holiday period. Student must give two weeks’ notice of holiday arrangements. Student’s belongings can be stored at Homestay during the holiday.

**Please note:**

- **Bond may be forfeited, in part or in full, if there is damage, and repairs or professional cleaning are required due to student’s actions.**
- **A minimum of two weeks’ notice is required if the Homestay provider or the student wishes to end the Homestay agreement. The bond will be retained by the Homestay provider should a student leave without giving appropriate notice. Any advance payment for Homestay accommodation which is not provided to the student must be refunded by the Homestay Provider.**

**Section D: Homestay Terms and Conditions**

**Contribution to the Household:**

Students are expected to contribute to the running of the household in which they live as any household member would in an Australian family. The type of contribution needs to be discussed between the Homestay, the student(s) and the Homestay Program Coordinator. Students should expect to help with household chores up to the equivalent of 30 minutes per day.

**Provision of meals:**

	<b>Weekdays</b>	<b>Weekends/Holidays</b>
<b>Breakfast</b>	* Self serve	* Self serve
<b>Lunch</b>	lunch provided by Homestay or school canteen (\$6.00 provided by Homestay)	* Self serve
<b>Dinner</b>	By Homestay	By Homestay
<b>Snacks</b>	By Homestay ie: fruit, biscuits, yogurt	By Homestay

\* Note: These meals do not have to be **prepared** by Homestay.

International students need to be aware that, in Australia, people generally buy food on a weekly basis. Food is often frozen once it is purchased. This negates the ‘**Use by**’ or ‘**Best by**’ dates which are displayed on food items.

In Australia students generally take sandwiches for lunch. If the International student prefers something else then this needs to be communicated and negotiated with the Homestay parent.

Cooking facilities available for student: \_\_\_\_\_

Household items available for student use e.g. TV, stereo, computer etc.: \_\_\_\_\_

Special arrangements: use of kitchen, bathroom and laundry; \_\_\_\_\_

Agreed times student must be home by:

	<b>Weekdays</b>	<b>Weekends</b>	<b>During School Holidays</b>

**STUDENTS AGREE NOT TO TRAVEL AWAY FROM BENDIGO APART FROM:**

- Short holiday trips are permitted during school vacations or weekends **where parents/blood relatives come to Australia.**
- Short holidays are permitted during vacation or weekends **with Homestay families** with written approval from both the school and parents.

Dated: December 2019

Person Responsible: Assistant Principal – International Programs

Endorsed by College Council: N/A

Review: December 2021

Bendigo Senior Secondary College: Department of Education & Training CRICOS Provider Code: 00861K

Students who are under the age of 18 are not permitted to stay in Melbourne or anywhere else overnight unless approved ahead of time by the International Student Program Coordinator.

Students who are over 18, who leave Bendigo for a night must notify the International Program Coordinator of the name of the person they will be staying with, their address and a landline contact at least 3 days prior to intended travel.

Students must agree to comply with the travel policy as outlined in the key policies document. Refer to the Key Policies Document for more information.

### Specific Homestay House Expectations/Rules:

Please list any specific house rules e.g. what arrangements are to be made if the student is running late or will not be home for a meal, house rules on washing, cleaning up, smoking etc.

(Note: BSSC does not condone smoking by students. Smoking is not permitted at school or whilst participating in school activities)

Homestay House Expectations:

---

---

---

## Section E: Agreement

**Student:** I, \_\_\_\_\_ agree that I will do the following to ensure a good relationship with my host family:

- I will spend time each day with my host family.
- I will behave in an honest and moral manner.
- I will eat dinner with my host family.
- I will keep my room clean and tidy and contribute towards the chores within the household.
- I will return home directly after school each day unless otherwise agreed with my Homestay family.
- If I am going to be late home, I will contact my Homestay family immediately.
- I will come home at the agreed time on weekdays \_\_\_\_\_ and weekends \_\_\_\_\_.
- I will ask before inviting friends over.
- I will use the internet for no more than two hours each week day and no more than four hours on weekends and during holiday periods (as specified by BSSC). This includes time required for school based research.
- I will not use the telephone or the internet after 11:00pm at night.
- I will be ready to leave for school on time.
- I will ask my family in advance for assistance with transport, school or other matters.
- I will notify and seek approval from my Homestay and BSSC in advance of any intended social activities.

**The Homestay rules and my host family expectations have been explained to me. I understand and agree to live by them.**

**Homestay:** I, \_\_\_\_\_ <Homestay provider>, will

- Provide a comfortable home and positive home environment for the student.
- Provide 3 meals, including a cooked dinner 7 days per week.
- Provide internet access to the student.
- Assist the student to adapt to living in Australia.
- Not share personal sensitive information about the student with people other than appropriate BSSC staff and the student's parents.
- Together with BSSC staff, take responsibility for the wellbeing of the student.

I have read and fully understood my responsibilities as outlined in the 'Information for Homestay Providers and Third Parties' resource.

This is an agreement between \_\_\_\_\_ <Homestay>, \_\_\_\_\_ <student> and \_\_\_\_\_ <school>.

Student name: \_\_\_\_\_

Homestay name: \_\_\_\_\_

Dated: December 2019

Person Responsible: Assistant Principal – International Programs

Endorsed by College Council: N/A

Review: December 2021

Bendigo Senior Secondary College: Department of Education & Training CRICOS Provider Code: 00861K

Signed:	_____	Signed:	_____
Date:	_____	Date:	_____
School representative:	_____	Parent:	_____
Signed:	_____	Signed:	_____
Date:	_____	Date:	_____

**\*The rules listed above are a guide. The host, student and school may alter them, by agreement, to suit individual situations. Any alterations will be documented in this signed agreement.**

***BSSC Statement of Commitment to Child Safety and our Code of Conduct: Bendigo Senior Secondary College is committed to the safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making.***  
<http://www.bssc.edu.au/child-safety>

Dated: December 2019

Person Responsible: Assistant Principal – International Programs

Endorsed by College Council: N/A

Review: December 2021

Bendigo Senior Secondary College: Department of Education & Training CRICOS Provider Code: 00861K