

EQI Homestay Code of Conduct

The Homestay Family agrees to:

1. host no more than two international students in total at any time (students should not be of the same linguistic background)
2. provide a clean, tidy home close to the school and located near public transport routes.
3. provide a safe, secure, private bedroom with suitable storage space for personal effects and facilities for study, including a desk, chair and adequate lighting.
4. offer three healthy sustaining meals each day as well as snacks at other times as required.
5. allow access to bathroom and laundry facilities, and all general areas of the home.
6. provide towels, sheets, blankets, and access to eating, cooking and other domestic utensils.
7. provide keys or alarm passwords to allow student free access to the home.
8. give the new student a general orientation to the local area and community facilities available, such as the public transport system.
9. send a family member to accompany the student to school on the first day.
10. notify EQI in advance or as soon as possible of significant changes to Homestay Family circumstances or dwelling.
11. include the student in family activities and treat the student as a member of the family.
12. not force their religious beliefs upon a student and be accommodating to a student's religious requirements.
13. receive a copy of school reports if requested by the student's parents and attend school interviews on the parent's behalf.
14. support the student's attendance at school and monitor their homework and study habits.
15. provide out of school hours supervision and care to ensure ongoing welfare for the student.
16. communicate with the student in English and converse regularly in order to support their language development.
17. immediately contact the International Student Coordinator if there are any concerns regarding the student's behaviour, academic progress, health or welfare.
18. assist the student to access any necessary health related services by making appointments and accompanying the student if necessary.
19. ensure the school holds up to date contact and emergency contact details for the family and the student.
20. provide access to the use of television, telephone, computer and internet facilities as mutually agreed between family and student, assist with additional connections if appropriate, and negotiate proper use within the home.
21. enable access to a landline telephone (or suitable alternative) in the home to facilitate communication between students and their parents.
22. allow EQI and School staff access to the home for periodic inspections at least twice yearly.
23. attend homestay family orientation and training sessions arranged by the school wherever possible.
24. read the Risk Management Strategy and fill out the self-assessment form annually.

EQI requires:

25. schools to provide Homestay Families with student Information as soon as it is available.
26. students/parents/agents to be provided with the EQI Homestay Family Profile at least 4 weeks prior to arrival.
27. schools to arrange free airport pickup for students on their initial arrival.
28. schools to administer homestay payments to Homestay Families in accordance with the approved EQI guidelines.
29. schools, students and Homestay Families to set and abide by agreed times for students to return to their homestay residences.
30. regular visits to homestay residences for the purpose of updating/verifying homestay details and to carry out periodic inspections.
31. students and Homestay Families to allow a settling in period of 4 weeks before changes are requested.
32. EQI reserves the right to move a student at any time without notice in exceptional circumstances.

Australian Law

33. The Homestay Family and the student will obey Australian laws and regulations at all times.
34. All family members over 18 years of age residing in the home will obtain a Blue Card in compliance with the regulations of the *Commission for Children and Young People and Guardian Act 2000*.

Termination

35. If either the Student or the Homestay Family breaches this Code of Conduct, the School will initiate a step by step process, including investigation, counselling, mediation and removal from homestay register as appropriate.

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