

MEC Homestay Duty of Care (when accommodating a student under the age of 18 years)

You will be advised as to the name, address and contact telephone details of the student's guardian in Australia. The guardian will be available 24 hours a day and will be able to contact the student's parents at all times. What follows are the conditions under which a student is to be accommodated by a homestay family. If you agree to abide by these conditions please initial each page and sign at the bottom of page 3.

PAYMENT

- i) **The student will pay you directly 2 weeks in advance.
Currently the price for homestay is \$___ per week.**
- ii) **If a student is to move from the homestay to another homestay and this has been approved by the student's guardian then the student must give the current homestay family 2 weeks notice of this; and even if they move before this 2 weeks is up, will need to remunerate the homestay family for the full 2 weeks.**
- iii) **If a student is more than a few days late on their homestay payment, the homestay family should contact the guardian who will be responsible for the student's payment. If this does not resolve the situation the family should contact MEC.**

Any other payments such as for a **separate telephone line** and the payment of bills associated with such things need to be made by the student within a short time of your receiving their bill. A homestay should not put on a separate telephone line for the use of the student without first clearing this with their guardian. The homestay is not encouraged to put on a separate line in their own name, but rather to have the student's guardian be responsible for such matters.

Students are advised that during their **holiday periods** when they may return to their home country that they will be expected to pay a fee equal to 50% of their regular homestay payment per week and that this money is to be paid in advance of their returning home.

Students are advised during orientation that they are responsible for paying for any damage they may inflict on the homestay's property.

ROOM

To provide the student with a room which includes a bed, desk and place to store clothing and valuables.

MEALS

To provide the student with :

2 meals a day (Breakfast and Dinner) during the week – Monday to Friday – and

3 meals a day (Breakfast-Lunch-Dinner) on Saturday and Sunday.

Note : that certain eating behavior that Australians may take for granted as polite may be new to students from certain countries.

For example : Chinese students will tend to chew with their mouth open and /or talk to you whilst chewing their food. They will also tend to leave some food on their plate as it is considered rude to finish everything. Students will be counseled during their orientation as to what passes for normal table manners in Australia. However, old habits die hard – so we would just ask that you are tolerant of things you may normally find offensive.

LAUNDRY

To do the student's laundry on a regular basis – to be arranged with the student.

Note : a student may ask to do part of their own laundry. This sort of thing should be decided upon early in the student's occupancy to make sure there is no misunderstanding regarding the use of the washing machine, dryer and size of loads to be washed.

USE of UTILITIES

Students are advised during their orientation that they are to be sensible in their use of utilities such as electricity and water.

Note : A tendency for students to have hot air blowing heaters on all night is not acceptable and will put a large dent in your electricity bill.

Similarly students are advised that a 5 to 10 minute shower and 15 minute use of the bathroom, at a time pre-arranged with the family (unless of course the student has their own en suite facilities) needs to be adhered to.

ILLNESS

To advise MEC and the student's guardian if the student is sick and unable to attend classes on any given day, Monday to Friday.

If possible we would request that you advise the guardian to collect the student and take them to the doctor, or if unable to contact the guardian if you could advise the college so that we are able to arrange for someone to do this. If in fact you are willing and able to take the student to the medical center it would be much appreciated.

If the student has poor English it is often wise to have someone of the same language accompanying the student if in fact a doctor at the local medical center does not speak the student's first language.

Note : students from various countries may not be used to a western regime of medicine or medical inquiry and may prefer to see a doctor or from their own cultural background and may indeed prefer the dispensation of traditional medicines that they are familiar with.

Note : all students in Australia on a student visa have OSHC – Overseas Student Health Cover – with Medibank Private. This covers the student for what Australians are covered for under Medicare. The regime is one whereby the student pays for the consultation and then claims the money back at a regional Medibank Private office – such as the one at Warringah Mall Brookvale.

ATTENDANCE

According to Immigration Law – students who are on a student visa need to attend 80% of classes – or they will be reported to the Department of Immigration (DIMIA) and may face the cancellation of their visa. To assist us and the student in maintaining their level of attendance we would ask that you wake up the student with plenty of time for them to get to MEC by 9.00pm. If the student needs to catch public transport from near the home the correct bus and timetable will be explained to them during their orientation on their first day at the college. We would also request that you reiterate the procedure for catching the bus and assist the student during their first couple of days attending MEC.

Classes are from 9.00 to 10.30 / 10.50 to 12.20 / 1.00 to 3.00.

5 hours each day 5 days a week.

ORIENTATION and Study Program

We have attached a copy of the Orientation Guide we give the students so that you are aware of the rules they are to adhere to while attending MEC.

Note : students under 18 years of age will invariably be preparing to go on to High School, technical College or a University bridging course (Foundation Studies). This preparation will take the form of General and Academic English Language classes for 12 to 50 weeks. On average a student will attend for about 20 weeks before graduating on to High School.

CURFEW

This will be something to be decided upon between the student, homestay family, and the student's guardian/parents. The simple formula is to find a compromise between the curfew time the guardian/parents advise for the student to be home at night; and a time that the homestay family would like the student to be home.

All students are advised during orientation that they must advise homestay family if they are to eat dinner out, or if they are to be late home for dinner. As with all things a certain degree of flexibility is required. However, having the evening meal at about the same time each night makes for easy management of this. If in fact this is not possible a prepared meal to be heated in the microwave is acceptable.

Note : students from various countries may have a different experience of what is appropriate behavior at different times of the day in the family home. Australians tend to eat early and retire to watch TV or read in the mid evening. Whereas students from East Asia and South America have been known to cook food, and take showers late at night.

During their orientation, students will be advised that this sort of behavior is generally not acceptable in Australia and that they are not to utilize any cooking utensils without first asking the home stay family; and certainly are not to engage in any cooking late at night.

As noted above a degree of flexibility on all sides is necessary when an Australian homestay is hosting a student from a different country with a different cultural background. Ms. Mae Connor - one of the directors at MEC - is also the student counselor and is available to answer any questions you may have.

Hosting a student from overseas is a very rewarding experience that can give you an insight into a student's culture. However, it is not a duty taken on lightly and carries the same responsibilities as though the student were your own child.

DECLARATION

I agree to abide by the conditions as set out in this 3 page document and will advise the Maewill English College and/or the student's guardian if I encounter any situation that requires their intervention as set out above.

Signed Mr. / Mrs. _____ dated ____ / ____ / ____.

Please print your name in full. Mr. / Mrs. _____

Please print address and contact telephone numbers in full below :
