



Homestay Policy

Preamble

The Homestay Policy applies where parents of an international student have opted for either Option 3, Nominated Third Party or Option 4, Homestay Accommodation, while their child is a student at Mill Park Secondary College. The Department, through the school, is responsible for general welfare and support and the provision of accommodation for the student. These arrangements shall be in place for the period that the student is at Mill Park Secondary College. This policy has been developed to meet the requirements of the ESOS National Code 2007 and Student visa (Condition 8532).

Aims

- This policy is designed to be consistent with the International Education Division (IED) guidelines. It is a Quality Standards requirement that all schools have a Homestay Policy in place.
 - To ensure international students are living in appropriate, safe, caring and supportive home-stays while they are attending Mill Park Secondary College.
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Implementation

- The International Student Coordinator will arrange homestay accommodation of a high quality and one which will provide a safe, comfortable and caring environment for international students.
- The homestay accommodation will be provided by a host which may be a family, couple or single person.
- A Working with Children Check must be in place for all adults residing or frequently residing in, or frequently visiting the homestay, prior to the student moving in. This includes international students over 18 years of age where there is a younger international student residing.
- The homestay provider must have Home and Contents Insurance which covers the international student(s) living in the home
- The maximum number of students per homestay is 3 at all times, regardless of provider.
- Students must provide written permission from their parents to the school and have the school's endorsement if they wish to stay away from their homestay overnight. The school also must hold relevant contact details and inform the homestay of the arrangement prior to the student being allowed to stay away.
- The school will monitor homestay arrangements, including twice yearly visits.
- A weekly fee of between \$300 - \$330 will be charged. This covers expenses associated with the provision of the following homestay services:
 - Single bedroom for the student's exclusive use
 - Three meals per day, seven days per week (cooked evening meal)
 - Facilities including a bed, wardrobe, towels and linen
 - Gas, electricity, heating and water costs
 - Cleaning services of common living areas
 - Use of living areas within residence
 - Study facilities, including a desk, study light and bookcase
- The initial payment will include two weeks' fees in advance, plus a bond of two weeks' fees. The bond will be held by the school.
- During school holidays a holding fee of \$15.00 per day is required to secure the homestay accommodation in the student's absence.
- Students and/or parents are required to reimburse homestay providers for any damage to property caused by student, or costs incurred by student during the time of residence.
- Complaints that cannot be resolved by either the homestay provider or the student should be referred in writing to the school.
- Use of the household telephone (if any) must be negotiated with the host family.
- If a homestay provider wishes to terminate the homestay agreement, at least two weeks' notice must be given to the student and school. Any advance payments should be refunded to the student.
- Where a student wishes to move out of a homestay at least two weeks' notice must be given to the homestay provider and school. Giving less than this may result in the bond being forfeited.
- Students, parents, homestay providers and a Principal Class Officer will be asked to sign a Homestay Responsibility Agreement on commencement of the student's enrolment. This will outline the house rules and requirements as well as homestay costs and methods of payment.



- Students and homestay providers may not change the homestay arrangements without consultation with the school and through the Homestay Responsibility Agreement.
 - It is a condition of enrolment at Mill Park Secondary College that all international students must reside in approved homestay accommodation. This includes students who are over 18 years of age.
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Related Documents

- International Student Program Policy
- Homestay Responsibility Agreement
- Critical Incident Policy
- *Homestay Code of Conduct*
- *Child Safe Policy*
- *Child Safe Code of Conduct*
- *Statement of Commitment to Child Safety*
- *Responding to Incidents, Disclosures and Suspicions of Child abuse for International Students living in Homestay Accommodation*
- *Homestay Smoke Alarm Agreement*
- *Information for Homestay Providers and Third Parties*
- *Homestay Handbook*

External Links

Working With Children Act 2005

<http://www.workingwithchildren.vic.gov.au/home/resources/legislation/working+with+children+act+2005>

ESOS Legislative Framework

<https://internationaleducation.gov.au/Regulatory-Information/Education-Services-for-Overseas-Students-ESOS-Legislative-Framework/National-Code/nationalcodepartd/Pages/Explanatoryguide>

Ratified Date

This Policy was ratified by School Council on 19 June 2018

Review Date

This policy will be reviewed as part of the College's three year review cycle
