



Department of Education & Training

Early Childhood & School Education Group
International Education Division



41 St Andrews Place
East Melbourne, Victoria 3002
Telephone: +61 3 9637 2990
Fax: +61 3 9637 2184
CRICOS Provider Code: 00861K
DX 210083
GPO Box 4367
Melbourne, Victoria 3001
www.study.vic.gov.au

Kew High School

Homestay Code of Conduct Agreement

Name: _____

The Homestay Host agrees to the following:

- To abide by the Kew High School 'Commitment to Child Safety' and Child Safe Code of Conduct' policies.
- To provide food, accommodation and emotional support to their students and to treat their students in a respectful way.
- To host no more than three international students in the home. This includes university students or students from other schools.
- To contact school when there is an issue in dealing with the students.
- To give at least 2 weeks' notice before asking a student to leave.
- To ensure that all persons over 18 years residing, or frequently residing, at the homestay premises have current Working with Children Checks. This includes the primary homestay host and all family members aged over 18 years of age who are residing at the homestay premises.
- To reside at the same address as students.
- To notify the school immediately of any changes in the living environment, i.e. staying away overnight, going away on holidays or any changes to family structure or circumstances.
- To have adequate house and contents insurance.
- To ensure that the smoke alarms in the homestay residence are AS compliant and are in working order.
- To agree that the homestay fee will not be changed without approval from the school.

- That the fee charged will cover 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 (with a proper mattress), 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 and reasonable internet access

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

Name:

Signature:

Date:
