



Welcome!

Canadian Rockies Public schools welcomes you to our circle of friends that have joined together to provide our International students with a valuable cultural and academic experience. Your input in helping our International students become part of the Albertan/Canadian community is invaluable. We at CRPS appreciate your support, dedication, and your participation in this program. Your International students will become a new member of your family and we hope that you will have a rewarding experience. If you ever have feedback or need assistance, we are here to support you.

Expectations of a Home Stay Family

Around the home:

- Home stay families are expected to provide students with their own bedroom with appropriate privacy.
- A room which has adequate light, a comfortable bed, chest of drawers, closet and desk (if a desk is not provided in the room, a study area else where in the house must be available). Pillows, bed linen, towels, toilet paper, bath mats and shower curtains should be provided.
- Home insurance should be sufficient to cover potential liability, property or accident claims. Many insurance companies have special clauses or riders for boarders – check with your individual policy.
- Give your student a tour of your neighbourhood, home and yard. Explain what areas of the home and yard the student is permitted to use and what is off limits.
- Explain the process for laundry, dishes and chores. Remember, you should expect the same of your international student as you would of your own children. Make sure the expectations are clear and repeat them as necessary. Some families find it easier to make a list of “rules and responsibilities” for their student. Find what works for your family.
- Provide a house key and explain appropriate security procedures.
- Students cannot be left un-supervised overnight. Arrangements must be made by the host family to have an adult over the age of 25 to stay in the home if they are planning to go away for

the night. Alternative arrangements can also be made through the Home Stay Coordinator should ample advance notice be given.

- Extended absences and emergencies: contact the Home Stay Coordinator right away. The Homestay Coordinator will help you make suitable arrangement for your student during these times. Please give as much notice as possible for vacations and periods you will not be able to host your student. Emergency situations will be dealt with on a case by case basis.

Food:

- Three generous, nutritious meals a day plus reasonable snacks and beverages. Breakfast is either prepared for the student (if that is the custom of the family) or breakfast foods must be available for the student to make their own breakfast. A bagged lunch (either made by the host parent or student) is expected for school days. If a student chooses to buy lunch at school, they do so out of their own spending money.
- The host family can ask that their student help with dinner, either by setting the table, helping with the preparation, or clearing the table after, but only if other members of the family also contribute.
- Dining out is up to each family. If the family invites the student to join them in a restaurant, the family is expected to pay for the student. If the student chooses to go out for a meal or social event with friends, the student is responsible for their own costs.
- If the family or home stay parents will be away during meal time or a student has engagements during meal time (ie. sports, after school clubs) then it is acceptable to leave a plate in the refrigerator that the student can heat up.
- Students who participate in sports and require meals packed for weekend trips must discuss their requirements with their home stay family in advance. A home stay family may choose to pack a lunch for the student or give the student a small amount of spending money for each day (\$10-20 is the recommendation). If the student feels they need more than what the home stay family agrees upon, the student must use their spending money to cover any extras.
- Homestay families are expected to offer a safe, happy, warm and caring environment. Friends, family and visitors to the home are also expected to represent these same values.

School Absences:

- Students must attend school on a regular basis.
- Any excusable absences must be explained by a phone call to the school by the home stay parent or guardian.
- If a student is regularly absent, they will be dealt with by program staff and the school. Please do your best as a host parent to ensure the student gets up for school and catches their bus. If you require support in this area, please contact the home stay coordinator for advice.

School and Activities:

- Home stay families should express an interest in the student's school work and daily activities.
- Express your concerns if the student is missing classes or you notice a change in their behaviour.
- Feel free to attend parent/teacher meetings if requested.
- You may sign field trip permission forms to acknowledge that you are aware of the school planned day trip or event and that the student will be missing classes.
- Report cards for international students are sent over seas to the natural parents from the International Education Office.
- International students are not permitted to work while they study with CRPS.

Transportation:

- Home stay parents are **not** expected to drive their student(s) to all of their social events.
- Please encourage your student to take the school bus, ride a bike, or walk with friends.
- If a student plays sports or joins clubs, encourage them to get rides with other teammates, coaches and parents.
- If your student is injured or ill; it is expected that you will help them get to a doctor or clinic.

Telephone/Cell Phones/Computers/Internet:

- Please allow your student reasonable access to your telephone and help them purchase phone cards if necessary. Let them know what times is acceptable to use the telephone that will not disrupt your family.
- **Do not sign as a guarantor for a cell phone.** Encourage your student to purchase pay-as-you-go plans or have their natural parents work out their cell phone plan.
- It is expected that there be an Internet connection in the home. Please advise the student as to what time frames they are permitted to use the family Internet connection. If late night or excessive Internet usage becomes a problem, the home stay parent can dictate protocols (i.e. No Internet after a certain time of night, limited Wi-Fi usage, or plugging into the connection in a common area).
- Students are expected to bring their own devices/computers as they are required for classes. If there is a need to use the family computer, this should be discussed with the student/home stay parent and guidelines put in place in advance.

Host families Should Not:

- Accommodate anyone of the same nationality or language as the CRPS student residing in the home unless approved by the International Education Office.
- Ask home stay students to provide babysitting services or undertake any major house cleaning chores or renovations.
- Assume any legal or financial responsibility for a student (such as signing for phone services, internet services, or loans ect.)
- Allow another guest or family member to share the student's bedroom.
- Accept a student placement if house renovation or construction projects are planned or underway.
- Allow communication with the student to become difficult or breakdown. Always seek to communicate clearly with your student and contact the Home Stay Coordinator immediately if you foresee issues that need to be addressed. We aim to support your family and the student in resolving issues before they become serious.

If All Does Not Go Well.....

If the relationship between the student and the family does break down, the following applies:

- Host families are given the right to sufficient notice if a student chooses to leave the homestay. Generally, two weeks notice would be given if possible.
- Similarly, the host family must give the student sufficient notice if they wish to have a student leave their home for whatever reason. Generally two weeks notice should be given as a minimum unless it is an emergency situation.
- The home stay program has the right to remove a student from a family if there are violations of homestay rules. If we feel that a family is not living up to the required expectations or if the home stay environment is deemed, in any way, to be unsafe, we have the right to move the student immediately, without notice.
- A student may be removed from the home stay if they are abusing the family's rules. Meetings with the Home Stay Coordinator and other staff will take place to try to intervene in this situation. If the student continues to abuse the family's rule, they may be dismissed from the International Student Program and sent home.

The Home Stay family must notify that Home Stay Coordinator immediately if there are any problems or concerns. The Home Stay Coordinator is here to support Home Stay families and students throughout their program.