



## ST STEPHEN'S SCHOOL

UNITING CHURCH IN AUSTRALIA | DUNCRAIG & CARRAMAR, WESTERN AUSTRALIA

CRICOS PROVIDER NUMBER 02807M

### INTERNATIONAL STUDENTS: ACCOMMODATION AGREEMENT

Student Name: \_\_\_\_\_

#### INTERNATIONAL STUDENTS LIVING WITH THEIR FAMILY IN AUSTRALIA.

If the student is under 18 years of age, and accompanied by a parent or legal guardian during their stay in Australia, the parent will provide St Stephen's School with a letter explaining that they accept responsibility for the student's care and accommodation.

#### INTERNATIONAL STUDENTS HOME-STAY ARRANGEMENTS

If the student is under 18 years of age, and not accompanied by a parent or legal guardian during their stay in Australia, then St Stephen's School will take the following action:

- (a) If the parent or legal guardian arranges accommodation, the school will require a letter from the parent or legal guardian acknowledging this, and identifying the address of the accommodation and the names of the adults with whom the student will be residing.
- (b) If the parent or legal guardian requests, St Stephen's School will request expressions of interest from families in providing home-stay accommodation. After inspecting the accommodation, meeting the adults responsible for the home and other regular members of the household, the school will choose accommodation for the student. In making this choice, the school will be satisfied that the accommodation is of an acceptable standard, that the adults are responsible and caring people who will provide a supportive environment for the student, and that the adults are prepared to provide accommodation for the student at the cost agreed.
- (c) From time to time, the school will discuss with the student whether their home-stay accommodation is satisfactory. If the student, their parent or legal guardian or the adults responsible for the home-stay indicate concerns about the accommodation arrangement, the school will investigate the matter. This includes the option of visiting the home, meeting with the adults responsible for the home-stay, and taking any other action necessary.
- (d) If the school has cause to believe that the home-stay accommodation is no longer suitable for the student, either because of a breakdown in relationships within the household, unsatisfactory accommodation, or any other issue, then the school will obtain alternative accommodation for the student. The student's parent or legal guardian will be informed throughout this process.
- (e) The school will seek at all times to ensure that the student's needs are well and appropriately met, and that the student is cared for and supported emotionally.
- (f) The school will not be held responsible if unable to obtain acceptable accommodation for a student. If this situation arises, the school will discuss the matter with the student's parent or legal guardian, suggesting alternatives, which might be explored.

**The adults responsible for the home-stay will provide for the student a caring, family environment, with the things which would normally be provided for a non-employed student member of their family, including**

- A furnished room
- Three meals per day

- Laundry and cleaning as expected for a child of this age
- Transport to and from school and other events considered normal for a member of the family
- Emotional support
- Encouragement to study and perform well at school
- Opportunity to participate in appropriate social and sporting activities
- Encouragement and opportunity for the student to communicate with his/her parents.

In matters of dispute, the school will adjudicate.

**The student will**

- (a) Cooperate with the adults responsible for their care, including cooperating with family routines and arrangements, and accepting the boundaries set.
- (b) Communicate with their parents or the school about any difficulties with the accommodation.
- (c) Be accountable to the adults responsible for their care by being where they say they will be.
- (d) Understand that the school will intervene to resolve problems, that their parents will be kept informed, and that there are serious consequences for breaching the rules of the school or the terms of their visa.

**The student’s parent or legal guardian will**

- (a) Communicate with the school if there are matters of dispute or unresolved tensions in the home-stay arrangements.
- (b) Ensure that all accommodation fees are paid to the school on time. Money payable for accommodation will be paid to the school, which will pass it on to the adults responsible for the home-stay. This payment will be \$250 per week, or other amount as adjusted from time to time. Payment will be made at least one month in advance.
- (c) Advise the adults responsible for the home-stay directly of arrangements to be made for the student to leave their care, such as during school vacations or visits to Australia by the student’s parents.

**This understanding is signed on behalf of St Stephen's School:**

Signed: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**This understanding is signed by the student:**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**This understanding is signed by the student’s parents:**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**This understanding is signed by the adults responsible for the home-stay:**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_