



ROCKY MOUNTAIN INTERNATIONAL STUDENT PROGRAM

8676 Highway 95A
Kimberley, British Columbia
V1A 3M3 CANADA
TEL: 250-427-2245

HOMESTAY FAMILY CONTRACT – 2023-24

OFFICE USE ONLY

Received by: _____

Date: _____

This contract must be completed in full and signed **by each host parent**. Please return completed contracts with supporting documents to your Homestay Coordinator.

Street address: _____

Mailing address (if different): _____

City/Town: _____ Postal Code: _____ Landline: _____

HOST PARENT #1: _____ Gender: Male Female
Full legal name as it appears on your driver's license/passport

D.O.B: ____/____/____ Occupation: _____ Workplace: _____
Day Month Year

Email: _____ Mobile phone: _____ Work phone: _____

HOST PARENT #2: _____ Gender: Male Female
Full legal name as it appears on your driver's license/passport

D.O.B: ____/____/____ Occupation: _____ Workplace: _____
Day Month Year

Email: _____ Mobile phone: _____ Work phone: _____

ANNUAL HOMESTAY PARTICIPATION REQUIREMENTS

All Rocky Mountain International Student Program (RMISP) Host Parents must carefully read, complete, and submit this contract and all required supplemental documentation to the Homestay Coordinator on an annual basis by an identified deadline. Host Parents agree to inform the Homestay Coordinator of any changes to their home, family composition, pets, employment status, or other aspects of their personal life as originally detailed in your initial application.

Host Parent initials: _____ / _____
Parent #1 Parent #2

BC PROVINCIAL GUIDELINES FOR HOMESTAY

All RMISP Host Parents must agree to review the British Columbia K-12 International Student Homestay Guidelines, Host Family Handbook and the RMISP International Student Contract and Student Handbook. A copy of all guidelines is available on the RMISP website, and will be provided at the mandatory annual homestay orientation. Host Parent(s) agree to inform the Homestay Coordinator in cases where hosting cannot be undertaken in a manner that is consistent with the guidelines.

Host Parent initials: _____ / _____
Parent #1 Parent #2

HOMESTAY INSPECTIONS

- Host Parents agree that the premises will be open to inspection on demand on 24 hours' notice or, in the case of emergency, immediately. Host Parents (one or both) must accept periodic in-home visits (at least one per year) and attend scheduled meetings with the Homestay Coordinator to evaluate the ongoing success of the placement and to address any issues that may have arisen.

Host Parent initials: _____ / _____
Parent #1 Parent #2

HOMESTAY TERMS AND CONDITIONS

The following terms and conditions must be acknowledged and accepted by the Host Parents for this homestay application to be considered:

- Host families are paid \$33.00 per day, \$1000.00 per month for the 2023-24 school year. Payments are considered reimbursement for hosting expenses incurred and are paid at the end of the month. If Host Parents require emergency respite care for their student(s), a daily rate of \$33.00 will be deducted from their monthly reimbursement to compensate the respite family.
- Host Parents must submit all current documentation as required by RMISP by set deadlines and well prior to the student's arrival to Canada or they will not be permitted to host. If documentation expires mid-year and is not renewed upon request and in a timely manner, Host Pay will not be remitted until the situation is resolved.
- Host Parents must be present at the airport to pick up and drop off their students on arrival and departure as part of participation in the program and providing a warm welcome to your student. Families who are unwilling or unable to pick up/drop off their students at the airport during regular arrival/departure periods may be subject to a deduction from their Host Pay that month. In recognition of return trips exceeding 300 km, RMISP will provide a flat rate of \$125 for reimbursement of travel expenses.
- Host Parents must provide three nutritious meals per day plus intermittent snacks and beverages seven days a week.
- Host Parents must make every effort to include their student(s) in Host Family activities to maximize the homestay experience, including major holidays and family events. Respite care should only be requested in serious crisis/emergency situations.
- In cases of issue or miscommunication, the RMISP process is to meet (virtual, phone call or face to face) both independently and together with the student and Host Family. We expect Host Families to participate with the RMISP mediation process to try and alleviate any issues, and moving students to other homes is regarded as a last resort.
- Host Parents must give their international student(s) and the Homestay Coordinator one full month's notice if they wish to cease hosting without cause.
- Host Parents understand that if an international student requires a homestay family change and/or a student is dismissed or moved for any reason, the Host Family will no longer continue to receive compensation for hosting.
- Host Parents must make every effort to take their students to medical appointments, including but not limited to the hospital in emergencies, doctors, dental, specialists or other appointments as needed. Host families must share this information immediately and any resulting diagnosis/information with the Homestay Coordinator.
- Such as with their own children, Host Parents are expected to do a *reasonable* amount of driving to take their students to/from activities and social events, particularly if living out of town or in areas where public transportation is limited.
- Host Parents cannot host other children/teenagers/adults who are non-family members while hosting a Rocky Mountain International Program student. Examples include, but are not limited to hockey billets, foster children, college students, and people from other programs (international or otherwise). Host Parents and adult family members must obtain and submit to RMISP a clear vulnerable sector criminal record check prior to hosting any student. If part of the family home is rented to tenants, they must also submit a clear vulnerable sector criminal record check.

- Host Parents must disclose if they operate a vacation rental or any short-term rental business in any part of the home.
- Host Parents may travel freely within 500 km of their municipality with their student(s) for day trips if they remain in Canada. Host Families wishing to travel beyond this distance or to take overnight trips must inform their Homestay Coordinator and the Program may need to obtain written permission from their student's natural parents in their home country. Host Parents must not allow their student(s) to travel beyond the local area without them unless they have permission from the Homestay Coordinator or as part of a school trip.
- Students may sleep over at a friend's home with permission from their Host Parent(s). Stays of longer than two nights must be approved by the Homestay Coordinator.
- Some Host Family holidays, travel, or extracurricular activities may involve significant additional costs and the student may reasonably be expected to contribute toward these costs if he/she chooses to participate (for example, a trip requiring airfare). Such trips are optional. Host Families must seek pre-approval from RMISP when inviting their student(s) on trips. If the student chooses not to participate in a Host Family holiday alternative homestay arrangements during the Host Family's absence must be arranged and/or approved by the Homestay Coordinator.
- Host Parents must not leave their students home alone overnight and Homestay Coordinators must approve any plans for alternate caregivers in advance. All caregivers must have a clear vulnerable sector criminal record check on file with RMISP prior to students being left in their care. This is mandatory.
- Host Parents are required to attend the annual Homestay Family orientation which includes the BC Provincial Guidelines for Child Abuse Reporting Protocol.
- Host Parents are not permitted to make travel arrangements directly with student's parents, agent, or other, and must inform the Homestay Coordinator of any requests. Students are not permitted to stay with Host Families past the program end dates under any circumstances.
- Host Parents are not permitted to pick up nor drop off students at the Calgary (YYC) airport under any circumstances due to issues with coverage for medical and vehicle insurance outside BC.
- Host Parents must not lend money to students nor use their credit cards to pay for student purchases.
- Host Parents acknowledge that they are not employees of School District 6 (Rocky Mountain) when acting in their role as Host Parents.
- In the event of a pandemic or local/provincial/national emergency, all members of the Host Family are expected to adhere to current federal, provincial, school district, and RMISP guidelines and regulations.

Host Parent initials: _____ / _____
Parent #1 Parent #2

INTERNATIONAL STUDENT RIGHTS AND EXPECTATIONS

Students in Rocky Mountain International Student Program homestays have the right to a welcoming, caring and culturally sensitive environment where they are shown respect, consideration and tolerance. Students should be able to expect:

- to be included in the Host Family unit and considered part of the family for meals, activities, trips, chores, and daily life
- for Host Families to welcome them to the family, home, community and provide assistance as needed and where possible
- to only regularly hear English spoken and communicate in English in the main home areas
- a private bedroom with a closet, night table, lamp and bed;
- shared access to a bathroom;
- access to a washer and dryer to clean their clothes;
- to feel safe and secure in their homestay;
- three nutritious meals per day plus intermittent snacks and beverages;
- a key to the home and/or an access code for the door lock or alarm;

- free Internet connectivity in their home (and reasonable access to it);
- to not be exposed to behavior (including speech, expressive conduct, electronic communication) that intimidates or exposes the student to physical harm, ridicule, hatred or contempt, defamation, bullying, harassment and/or cyber-bullying by anyone (Host Family members or visitors) in the home;
- to not be exposed to conduct (including expressive conduct) that impacts the rights of others or may be seen as discriminatory as set out in the B.C. Human Rights Code by anyone (Host Family members or visitors) in the home;
- to not be subjected to second-hand smoke inside the home

Student responsibilities and expectations for behavior in Host Family homes and program rules can be found in the International Student Contract and Student Handbook, available online and distributed during student and Host Family orientations.

IMPORTANT REQUIREMENTS AND ACKNOWLEDGEMENTS

Please review the following requirements and acknowledgements regarding custodianship, liability, confidentiality, and safety/security. Confirm your acceptance of these important terms and conditions of homestay program participation by initialing at the bottom of the section.

- 1) RMISP reserves the right to move a student without advance notice for any reason including but not limited to ongoing and irresolvable issues between the student and his/her Host Family and/or to ensure the health, safety and security of the student or members of the Host Family. The Director, International Education is the student's legal custodian in Canada, not the Host Parent(s).
- 2) Host Parents agree to assume all liability for loss or damage to their home caused by their student(s) and hereby release RMISP and its employees and agents from all liability arising out of their participation in the program, including but not limited to property damage or loss, or the debts, conducts and/or actions of the students assigned to the home.
- 3) Student application packages are private, confidential and the property of RMISP and/or the study abroad agency responsible for placing the student in the Rocky Mountain International Student Program. This information is confidentially provided to Host Parents for the express purpose of improving the homestay experience and ensuring the health, safety and security of the student. This information must not be copied, redistributed or shared with anyone outside the household. Please consult with your Homestay Coordinator if you have any questions. Upon completion or termination of a student placement, paper copies of student application packages must be destroyed or returned to the Homestay Coordinator; digital copies must be deleted.
- 4) Host Parents agree to provide criminal record checks to School District No. 6 (Rocky Mountain) for all individuals 18 years of age and older who are regularly living in the home at least once every three years and will immediately report to their Homestay Coordinator if any individual in the home (adult or child) is arrested for and charged with a criminal offence.
- 5) Host Parents confirm that no one living in or regularly visiting the home (friends, extended family members, etc.) is party to a restraining order and that to the best of their knowledge no one living in or potentially attending the home has a criminal record, mental illness, addiction, history of abusive behavior (physical, sexual, verbal, psychological), or other issue/encumbrance that might put an international student living in the home at risk.
- 6) Host Parents confirm that Host Family vehicle(s) used for student transport are in good operating condition and that proper winter tires will be used as recommended by ICBC and/or required by the Ministry of Transportation and Infrastructure (October 1 – April 30 annually).
- 7) Host Parents agree to support the terms and conditions of the International Student Contract, RMISP program rules, procedures and disciplinary processes, and promise to immediately report any student transgressions to program staff.

- 8) Host Parents must carry full personal liability insurance of not less than \$2,000,000 and must inform their homeowner/renter's insurance company that they will be hosting one or more international students. This should not increase rates but must be disclosed.

Host Parent initials: _____ / _____
Parent #1 Parent #2

LIABILITY EXCLUSIONS AND DISPUTE RESOLUTION

Host Parents understand and accept that School District No. 6 (Rocky Mountain) cannot 100% guarantee the placement of a student for any specific duration of time. Neither can the District nor RMISP staff guarantee the quality of the relationship between the student and the Host Family or any other relationship. Host Parents assume any and all risks related to their participation in this program and agree to release and hold harmless the Board of Education of School District No. 6 (Rocky Mountain), its officers, directors, employees, and agents from any and all claims for any injury, loss or damage, including injury, loss or damage caused by their negligent or intentional acts.

Host Parents agree that any dispute arising under the interpretation, application or performance of this contract or in any way arising out of their participation in the School District's International Programs will be resolved in a British Columbia Court and they agree that they will not bring proceedings in any other court or jurisdiction but that of British Columbia.

Host Parent initials: _____ / _____
Parent #1 Parent #2

SIGNING OF CONTRACT

I agree to respect and abide by all terms of this contract and those outlined in the Host Parent Handbook, the British Columbia K-12 International Student Homestay Guidelines and all policies and procedures of the RMISP and School District No. 6 (Rocky Mountain).

Host Parent #1: _____
Name (please print) Signature Date

Host Parent #2: _____
Name (please print) Signature Date