



## Mentone Girls' Secondary College Council Homestay Policy (2024-2026)

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### Rationale

Where parents opt for DET to arrange accommodation, the Department through school, is responsible for the provision of accommodation, support and general welfare to the student. These arrangements shall be in place for the period that the student will be under 18 while in Australia. This policy developed aims to meet the requirements of the ESOS National Code 2007 and Student visa (*Condition 8532*) which require appropriate arrangements made for the accommodation, welfare and support of students under 18 years of age. This policy is to be consistent with the PPSSU guidelines.

### Conditions & Policy

#### **Homestay accommodation:**

- The school will organise homestay accommodation of high quality and which provides a safe, comfortable, and caring environment.
- The homestay accommodation host can be a family, couple or single person.
- It is compulsory that all adults over the age of 18 'Working with Children' checks will be organised prior to the student moving in. All adults including another international student who have turned 18, residing with a younger international student will require a WWCC.
- The maximum number of students per Homestay is 3, regardless of provider.
- A weekly fee of approximately \$400 - \$450 charged for all students. Price will be in review each year through network cluster meetings. Holiday holding rates to 50% of full fees if students travel back overseas during terms 1, 2, 3 and 4 school holidays. Holiday fee only applicable during term break periods. The holiday payment should be made before the student departs.
- Option 3 & 4 students are expected to return overseas at the end of the school year.
- The charge 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
  - Students pay a homestay bond to Mentone Girls' Secondary College within 2 weeks of arrival.
- The bond is held by the school to cover the host family for any damage to property. It is fully refundable at the end of the homestay if there are no claims by the host family.
- The school will negotiate on behalf of the student, regarding any claims on the bond.
- Any additional telephone and Internet expenses incurred by the student; it will be the student's responsibility to pay.
- The initial payment will include two weeks' rent in advance. During holidays a holding fee of up to half the weekly fee, to secure the Homestay accommodation fee, required to cover the student's absence.



- If a Homestay provider wishes to terminate the Homestay agreement, at least two weeks' notice in writing is given to the student and the school.
- Where a student moves out of a Homestay at least two weeks' notice, in writing, must be given to the Homestay provider and the school. Giving less notice than this may result in the bond being forfeited.
- Students of the opposite sex are NOT permitted to live in the same Homestay unless they are children of the Homestay family.
- Students will be asked to sign a *Homestay Responsibility Agreement* on commencement of their enrolment. This will outline the house rules and requirements as well as Homestay costs and methods of payment.
- Students must have written permission from their parents and must provide relevant contact details if they wish to stay away from their Homestay overnight.
- Students and/or parents are required to reimburse Homestay providers for any damage to property caused by the student, or costs incurred by student during the time of residence.

### Complaints and changing homestay arrangements:

- Complaints that cannot be resolved by either the Homestay provider or the student should be referred in writing to the Manager of the International Program at the school.
- The School will monitor progress of Homestay arrangements, including twice yearly visits
- Students may not change the Homestay arrangements without consultation with the school.
- Students over the age of 18 may be given permission to move out of the approved accommodation provided written parental consent is given and the School deems student's choice of location appropriate. Moreover:
  - The student will not be distracted from their studies
  - The change of accommodation will not put the student's safety and wellbeing at risk
  - The change of accommodation will not put other students' safety and wellbeing at risk.

### Travelling:

- Where a student's travel in Victoria or interstate includes overnight stays, written approval from the student's parents/legal custodian and the school principal (or assistant principal) is required. The homestay provider is provided with details of travel arrangements.
- With approval from parents/legal custodian and the school, students can travel in the following conditions:
  - With the homestay family on a holiday or excursion
  - On a school camp or excursion supervised by school staff
  - With a person(s) approved by the student's school principal and holding a Working with Children Check
  - On a commercial package tour within Australia which is provided by a registered company, is specifically designed for school students and includes appropriate supervision or chaperone arrangement, and involves no independent travel, i.e. pick up and drop off is at the homestay, the school or an assembly point designated by the school.
  - In the company of a direct family member over 21 years of age (parent or DIBP approved relative) who will accept responsibility for the student during the travel
  - To a sporting or club event as part of a local team or group and will be under the care and supervision of the club or association during the trip.



**Student Responsibilities**

Unless special permission is granted by Mentone Girls' Secondary College, the Student Must stay in their original homestay for the first 12 months. Students may not change the homestay arrangements without consultation with the school.

Option 3 & 4 students are expected to return overseas at the end of the school year.

School Council endorsed this policy at the date below and the policy will be reviewed every three years.

Tabled at the School Council Meeting 17th September 2024.

By School Council President: \_\_\_\_\_  
at the School Council Meeting 17th September 2024

**Homestay Agreement**

By signing this agreement, the Homestay Provider, International Student Coordinator and the International Student agree to the terms of this policy.

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Name of Homestay Provider

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Signature of Homestay Provider

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Name of Student

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Signature of Student

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Name of International Student Coordinator

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Signature of International Student Coordinator

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Date