



Glenfield Intermediate School

Indemnity Declaration for Homestay Caregiver

Student's name
(as in passport):

Preferred name:

New Zealand
arrival date:

New Zealand
departure date:

Homestay
arrival date:

Homestay
departure date:

Enrolment start date:

Enrolment end date:

I designate Glenfield Intermediate to provide accommodation for my child in accordance with the Education (Pastoral Care of International Students) Code of Practice 2016. I understand the homestay caregiver's full contact details and a homestay profile will be provided before arrival in New Zealand.

I understand that the following conditions apply:

Accommodation

Glenfield Intermediate School will:

- visit the home of the caregiver/s before enrolment to determine that the living conditions are of an acceptable standard, and that the student will be supervised appropriately
- assess whether the caregiver/s will provide a safe physical and emotional environment for the student
- require all people living in the home over 18 years of age to undertake a police vet
- determine that the accommodation is not a boarding establishment (i.e., does not have 4 or more international students staying in the home)
- meet with the student at least once a term to ensure the ongoing suitability of the accommodation
- visit the home every 20 weeks or as required
- inform parents about holiday accommodation availability, options, and costs in advance

- monitor the performance of any accommodation agent, and have overriding authority regarding the welfare and safety of the student.

Communication

Glenfield Intermediate School will:

- communicate regularly with the caregiver/s
- ensure that the student has regular contact with their own family members (this is monitored by the homestay family and the school)
- encourage parents to interact with the host family and the school, including visiting the school at least once during a student's long-term enrolment (more than 3 months)
- provide the student with access to a first language support person as required.

Welfare

- The student must be able to cope emotionally and socially, and be willing to participate fully in family life, including respecting family routines, rules, and expectations.
- Glenfield Intermediate School will review long-term placements after 6 weeks.
- The enrolment may be terminated if the student is found to be unsuitable to live in a homestay situation. Immigration will be notified if enrolment is terminated.
- 2 weeks' notice will be required to relocate a student unless the situation is serious. This will be at Glenfield Intermediate School's discretion, and only if there are reasonable grounds for relocation. The school cannot guarantee a further placement. If another placement is not possible, then enrolment may be terminated.
- In a serious situation, Glenfield Intermediate School may relocate a student immediately until alternative arrangements can be made.

Glenfield Intermediate School will:

- act in the student's best interests if there are any concerns regarding the welfare of the student
- notify the student's parents immediately about any concerns raised by the homestay caregiver/s
- refer serious matters to the relevant welfare agency.

Parents must:

- notify the school immediately if they have any concerns about their child's welfare.

Medical requirements

- Parents must declare any behavioural or learning difficulties their child has on the enrolment form. Failure to do this may result in the termination of the enrolment, and the student could be returned home immediately at the cost of the parent/s.
- Parents must declare any medical requirements their child has on the enrolment form. Failure to do this may result in the termination of the enrolment, and the student could be returned home immediately at the cost of the parent/s.
- Glenfield Intermediate School or the homestay caregiver may request the student seeks medical advice and/or treatment and may arrange this. Any medical costs must be paid for by the student at the time in accordance with their medical insurance policy, or by other

arrangement with the agent responsible for the enrolment, or by their parent/s in the home country.

- Students who are unwell may not attend school. If a student is unwell and the homestay caregiver is unable to be at home during the day, there may be additional costs to provide a carer to look after the sick child. If the student becomes very unwell it may be necessary to terminate the enrolment, and for the student to return home.
- All medications must be given to the homestay caregiver/s on arrival, and administered only as required by an approved adult.

Accidents and emergencies

- Glenfield Intermediate School is responsible for seeing that all appropriate measures are followed in the case of emergencies or accidents during and outside school hours while the student is living with a homestay caregiver.
- In the event of an accident or emergency, appropriate action will be taken and the student's parents will be contacted as soon as possible by Glenfield Intermediate School.
- If the student has an accident, Glenfield Intermediate School or the homestay caregiver/s may need to consent to urgent medical procedures on behalf of the student's parents, including blood transfusions if necessary.

Declaration

- I understand that Glenfield Intermediate School will be responsible for the student from the enrolment start date until the enrolment end date. Written confirmation must be provided regarding the plan for handing over care once at the end of the student's enrolment.
- I understand that Glenfield Intermediate School will make every effort to ensure the safety and welfare of my child while they are enrolled at the school.
- I believe that my child will be able to cope with the cultural adjustment as well as being away from home.
- I will accept the decisions made by the homestay caregiver/s about the day-to-day care of my child.
- I believe our child will be polite and respectful in a New Zealand family home, and make every effort to join in.
- I understand that the weekly homestay payment is for basic care and all meals. There may be additional costs for special dietary requirements, admission fees for outings, and internet use etc. Extra money will need to be available and will be accounted for.
- I agree to pay for any damage caused by my child to the homestay caregiver's residential property or home contents. Evidence and receipts will be shown.
- I will pay for any additional school costs promptly as they arise.
- I will notify the school immediately if any conditions in this declaration change.

Parent's name (1):	Relationship to child:
Parent's signature (1):	Date:
Parent's name (2):	Relationship to child:

Parent's signature (2):

Date:

Parents' home country
contact address:

Parents' email address:

Home country
contact phone
number:

Glenfield Intermediate School has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the New Zealand Qualifications Authority (NZQA). Copies of the Code are available on request from this institution or from the NZQA website International Students section.

Homestay Caregivers' Information

Schools can add homestay caregiver details to this page if available.

Primary caregiver's
name:

Cell phone:

Email:

Occupation:

Secondary caregiver's
name:

Cell phone:

Email:

Occupation:

Home phone:

Home address: