

HOMESTAY POLICIES AND RULES

For Host Families

OVERVIEW

In partnership with American Leadership Academy, International Leadership Academy is dedicated to provide an educational experience for students that will prepare them for success at home, at work, and in society. We provide training to them in cognitive (knowledge), affective (attitude), and practical (skills) domains. We use three parts of the body to help communicate these domains: Head, Heart, and Hand.

Our homestay program is an extension of this educational experience because we believe true education must be more than schooling. Students' experience at home must enhance the correct principles that they learn at school and vice versa.

By participating in this homestay program, families are committed to provide a positive living environment to the guest students. The guest students are also committed to make use of this valuable opportunity to learn productive habits and life skills in a good American home. By setting up clear expectations, we strive to help both the host family and the student succeed.

HEAD

Cognitive Domain: knowledge, thinking processes, creativity, study strategies, problem solving, etc.

The school is primarily responsible for the student's cognitive development but host families also have the responsibility to enhance such learning by establishing a safe and nurturing environment that is conducive to studying.

As the host family parent, I agree to:

1. Engage the student in regular conversation in English.
2. Engage the student in conversation about schoolwork.
3. Provide opportunities to experience American culture.
4. Participate in activities that are intellectually stimulating. Provide a tour of the library and educate the student on the resources available.
5. Include the student in my daily life and family activities (e.g., shopping, watching movies, conversation, helping cook, joining in excursions, etc.)
6. Provide a private room for each student, with a door that can be closed.
7. Provide a lockable bedroom or lockable wardrobe/drawer for student's valuables.
8. Provide private study space for students, including desk, chair and lamp.

9. Provide all meals including daily family dinner.
10. Provide a type of Internet access (DSL, cable, wireless)
11. Provide local phone and in-house laundry facilities free of charge.
12. Provide students with a key and/or electronic access to the house.
13. Accommodate no more than 2 homestay students, except under special circumstances that must be agreed upon by all affected parties.
14. Have appropriate insurance coverage (homeowners).
15. Complete a background check for all adults over the age of 18 living in the home.

Initial: _____

HEART

Affective Domain: attitude, habits, psychological wellbeing, social conducts, interests, goals, etc.

Adolescence is a critical period in developing an individual's values and directions in life. Host families have the opportunity to make a significant impact in the student's remaining tender year(s) before he/she walks into adulthood.

As the host family parent, I agree to:

16. Get involved in the student's academic and social life. I am their "parent" and should behave accordingly. I will attend school functions such as parent teacher conferences, support their activities at school, and help them to be successful students.
17. Talk with the student as much as possible if I have a problem or need more information. If I am having a difficult time communicating with the student, having concerns about their welfare or behavior, needing to report violations of the student contract, call the homestay coordinator immediately. Most problems can be resolved when approached early.
18. Take time to explain American classical culture, tradition, customs, history, holidays, and values. As much as possible, let them experience activities that relate to these traditions.
19. Be genuinely interested in the diverse culture, tradition, customs, history, holidays, values, and language that the student brings to my family. Create opportunities for them to share such diversity with my family, others, and me.
20. Live in a way that reflects a Christian life. Explain my religious beliefs without proselyting. Students are encouraged, but not required to attend Church. Take time to explain the rationale and benefits of different practices and how they relate to American and Chinese values.
21. Encourage the student to participate in youth activities that focus on service, skills development, sports, literature, etc. Because of the cultural and language differences, communicate with the adult leaders and local youths about the guest student. Foreign students are often not used to routines common in typical youth activities. They will find it difficult to fit into the social circle of community youth groups. An extra effort should be made to welcome them.
22. Require everyone in my home to abstain from smoking, consuming alcoholic beverages, or using any harmful/illegal drugs. Students are not allowed to use these substances at any time.

23. Forbid any involvement with gambling, pornographic, erotic, indecent, or offensive material, obscene or indecent conduct or expressions, and disorderly or disruptive conduct.
24. Conduct a monthly interview with the student to learn of his/her goals, interests, friends, concerns, academic performance, behaviors, etc. Be positive and provide sincere, generous, and specific praises. Praise often and specifically.

Initial: _____

HAND

Practical Domain: application, practices, real-world experience, daily activities, etc.

ILA strives to help students apply knowledge and concepts in the real world so that they may transfer inert knowledge into practical personal skills. Host families have opportunities to help them develop such skills in their daily lives.

As the host family parent, I agree to:

25. Discuss safety issues with students (alarm systems, 911 calls, etc.)
26. Help students become oriented with the transit and their new neighborhood - location of bus stops, shops, cinema, etc.
27. Expect them to comply all family rules (e.g., curfews, bedtimes, household chores, visitors, phone calls, meal time, car pool, etc.).
28. Get permission from the student's parents and the Homestay Coordinator if you want to include the student in a family holiday. Clear expectations about who pays the student's travel expenses should be communicated to the student's parents. If a decision is made not to include the student in the activity, it is the responsibility of the host family to make alternate arrangements that are acceptable to everyone.

Initial: _____

OTHER

As the host family parent, I agree to:

29. Communicate with the student's parent and homestay coordinator regularly and effectively. Obtain access to PowerSchool to monitor the students' academic performance. Email a copy of the updated report to their parents and "CC" it to homestay coordinator. In this same email, provide a short report of the monthly interview with the student.
30. Use the attached Arrival Checklist.
31. Never discuss payments or any other financial matters with the students directly.
32. Never encourage the student to transfer to a different school.
33. Obtain the 1099-Misc form from ILA for tax purposes.
34. Not hold the employees of ILA responsible for any inconvenience or property damage, or physical harm incurred and received by the student.

35. Allow ILA at least one month to find a new home for the student if you wish to terminate the homestay before the agreed time and it should be on reasonable grounds.

Initial: _____

ILA reserves the right to remove student from the host family at anytime for any reason.

Reasons for Host Discontinuation may include:

- a) Accepting or requesting money from student(s) for services (laundry, food, electricity, etc.)
- b) Making informal stay arrangements with students after completion of program.
- c) Placing two or more students in one bedroom, unless requested by ILA.
- d) Providing inaccurate or misleading host information on the application.
- e) Improper conduct with students.

Compensation for hosting is \$700 per month per student. It is calculated from the 1st day of the month to the last. If a student arrives before the 1st or leave after the end of the month, you will receive a prorated payment of \$24 per day. If the student has to leave home after the payment is made, the host family will be asked to refund the adjusted amount.

I have read and understand the above agreements and requirements for being a host family.

Host Family Parent Name

Host Family Parent Signature

Date