



## **Tauranga Girls' College Prospective Residential Caregiver (Homestay) Information Sheet**

Thank you for taking the first step to enquiring about hosting an International Student.

Please find enclosed a copy of the:

Residential Caregiver (Home Stay Carer) Details Form  
Homestay Carer Agreement  
Police Vetting Form

### **What we are looking for in a Host Family are families who**

- ⊕ are not primarily doing it for the money involved
- ⊕ have a genuine interest in finding out more about other cultures
- ⊕ are tolerant, have a sense of humour and interact well together
- ⊕ have an empathy with and understanding of teenagers
- ⊕ are able to set fair but firm negotiated boundaries
- ⊕ enjoy a range of activities and are willing to involve the International student

### **Homestay:**

- To provide three meals a day plus snacks. This includes any takeaways or meals out with the host family.
- To offer regular outings/day trips to points of interest to specifically show your student and to encourage her to participate in the family's activities & routines e.g. chores, sports, family holidays and outings.
- To set reasonable rules.
- Not to provide or purchase alcohol for students.
- To set a reasonable curfew at weekends.
- To discuss reasonable internet use and set rules.
- To discuss their rules and expectations, where applicable with the student – don't assume anything.
- To let the Homestay Manager know if another person has moved into the house, even temporarily. The Education (Pastoral Care of International Students) Code of Practice requires NZ Police vetting of all persons 18 years or over resident in the household.
- To contact the Homestay Manager or International Director if your host daughter wishes to stay away overnight.

**School:**

- To attend parent evenings and international functions, including homestay parent orientation evenings.
- To attend report evenings with your host daughter.
- To attend appropriate school information evenings, e.g. options evening.

**Bedroom:**

- To provide a warm, comfortable room.
- The bedroom must be furnished the same as the rest of the home and have a
  - wardrobe and/or chest of drawers
  - bed with linen/blankets/duvet
  - heater if there is not central heating
  - study desk/chair/lamp
  - mirror

**Health and Safety:**

- To contact the Director of International Students or Homestay Manager immediately if there are any serious breaches of the college's rules or health and safety issues e.g. alcohol, sex or drugs

Please fill in all the attached forms and return them back to me.

All family members 18+ living in the home will be required to fill out a Police Vetting form. They also need to provide two forms of I.D either passport, drivers licence, birth certificate or firearms licence. One of the forms of ID must be photo ID.

Police vetting can take up to one month for results to be released. Until these results are released, we are unable to offer you any students. I need to sight the originals of all these documents and ask you make an appointment to bring them into my office

Tauranga Girls' College  
930 Cameron Road  
Gate Pa  
578 8114 ext 729  
[tbieleski@tgc.school.nz](mailto:tbieleski@tgc.school.nz)

Once your results are released you will be notified and I will then make an appointment to do a home interview and inspection.

I will also require an **official** copy of your bank details for the account you would like your homestay payments paid into and a range of photos of your family and home to make a profile to send to prospective students' agents and family.

We will contact you if we have students whom we feel would be a good fit with your family. If you are interested, we then send your profile to their agent for approval. If we receive approval, you will be notified you have been successful. Do not feel bad if you are not approved as often, students' families are looking for specific requirements in a host family, which we may not have been informed about.

I look forward to receiving your signed forms but should you have any further questions please do not hesitate to contact me.

Toni Bieleski  
**Homestay Manager**