



## 2023 Homestay Application Form

PLEASE COMPLETE THIS FORM ONLY IF THE STUDENT WILL BE LIVING IN A HOMESTAY  
WHILE ENROLED AT THE SCHOOL.  
*All sections must be completed in English.*

ABOUT THE STUDENT	
Family Name:	
First Name/s:	English Name:
Nationality:	Date of Birth:
<b>English Language Ability:</b> <input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor <input type="checkbox"/> None	
Medical Conditions:	
Allergies:	
Hobbies/Sports:	

FAMILY DETAILS:		
Father's Name:		
Occupation:		
Mother's Name:		
Occupation:		
Siblings Name:	Age:	<input type="checkbox"/> Male <input type="checkbox"/> Female
Siblings Name:	Age:	<input type="checkbox"/> Male <input type="checkbox"/> Female

AGENT DETAILS:	
Name:	Phone:
Company and Address:	
Email	

SIGNED (to be signed by Parent/s or Legal Guardian):	
Name:	Signed:

# 2023 International Student Accommodation Agreement

## Terms and Conditions:

1. For the purposes of this Agreement the following terms shall have the following meanings:
  - Accommodation** means the residential accommodation provided to the Student as stated in this Agreement.
  - Accommodation Requirements** means the rules and requirements of the Accommodation as set out in Schedule One.
  - Agreement** means this Accommodation Agreement between the Student, School, and Parents which governs the Student's Accommodation arrangements.
  - Application Form** means the standard enrolment application form.
  - Code** means The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 as updated from time to time and available online at [www.legislation.govt.nz](http://www.legislation.govt.nz) under The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021.
  - Contract of Enrolment** means the agreement between the Student, the School and the Parents which governs the Student's Tuition.
  - Homestay** has the meaning as set out in the Code.
  - Parents** means the Parents referred to in the Application Form.
  - Residential Caregiver** means the person responsible for the Student at the Accommodation.
  - Residential Caregiver Agreement** means an agreement between the School and the Residential Caregiver.
  - School** means the school referred to in the Application Form.
  - Student** means the International Student residing at the Accommodation as referred to in the Application Form.
  - Tuition** means the education of the Student at the School.

All other terms have the same meaning as in the Contract of Enrolment.
2. The School is a signatory to and complies with the Code. Unless living with a parent, every international student is required to reside at an Accommodation approved by the School using the process set out in the Code.
3. The Parents agree to the following terms and conditions of the Accommodation:
  - (a) The School agrees that all information regarding the Residential Caregiver, the Parents and the Student relating to the Accommodation will be kept confidential, except disclosure:
    - (i) To the Student, the Parents or Residential Caregiver (as the case may be);
    - (ii) To any professional consultant or such person where it is in the interests of the Student to provide the information;
    - (iii) Pursuant to any statutory or other legal duty.
  - (b) The Parents agree that if behaviours or conditions of the Student emerge after placement with a Residential Caregiver such that the Residential Caregiver is unable to provide the level of accommodation or care required for the safety and wellbeing of the Student, the School may terminate this Agreement.
  - (c) The Parents or the Student have the right under the Privacy Act 2020 to see and request corrections of any personal information held by the School concerning them in relation to the Student's placement with a Residential Caregiver.
  - (d) Under the Privacy Act 2020, any information collected may be provided to education authorities.
  - (e) These terms and conditions may be varied by the School (acting reasonably) upon reasonable notification from time to time and will continue to apply until notified otherwise.
4. If the Parents provide misleading information or fail to disclose information about the Student before placement with the Residential Caregiver and during the term of the Homestay the School may (in its sole discretion):
  - (a) Charge the Parent such fees as required to pay for extra requirements due to providing misleading information or the lack of disclosure; or
  - (b) Terminate this Agreement.
5. The initial appointment and ongoing engagement of the Residential Caregiver is subject at all times to:
  - (a) the Residential Caregiver and the School entering into a Residential Caregiver Agreement;
  - (b) the School's usual requirements and policies relating to the Accommodation.
6. The School will ensure that to the best of its ability:
  - (a) The Accommodation provides a safe, positive and healthy environment for the Student and complies with the Code;
  - (b) The Residential Caregiver's appointment has not involved any form of gift (financial or otherwise) to or from a third party;
  - (c) The appointment of the Residential Caregiver does not represent any actual or perceived conflict of interest, and that any possible conflict of interest has been notified to the School;
  - (d) The Residential Caregiver will take all reasonable steps to ensure the Student's compliance with New Zealand laws (including, where appropriate, informing the Student of such laws), and will immediately report any possible legal breach to the School; and
  - (e) The Student only engages in lawful, responsible and positive recreational activities outside of School.

7. Unless otherwise agreed in writing by the parties, the Parents agree for the Student to travel and stay overnight within New Zealand in the care of their Residential Caregiver for not more than seven days where the travel does not involve the Student participating in any adventure activities or extreme sports or result in the Student missing any scheduled school days.
8. The School will seek specific written agreement from the Parents for leisure travel or overnight stays of more than seven days or results in the Student missing any scheduled school days.
9. The Student shall seek specific written agreement from the School before the Student, being a Student of any age, participates in any activities while in the care of the Student's Homestay or Residential Caregiver (where applicable) which are considered to be adventure activities or extreme sports. The School shall only give such Agreement where approved by the Parents in terms of the Contract of Enrolment.
10. The School may take such measures as it considers appropriate (acting reasonably) to monitor compliance with the Code. This may include, without limitation, regular check-ins with both the Student and the Residential Caregiver.
11. Unless otherwise agreed in writing, the Student will be entitled to start their Homestay at the Accommodation five (5) days before the Period of Enrolment (as that term is defined in the Contract of Enrolment) commencing and five (5) days following the end date of the Period of Enrolment (as that term is defined in the Contract of Enrolment). Should this Agreement be terminated before the expiry of the Period of Enrolment the Student will be required to move out of the Accommodation immediately. The School may, at its sole discretion, and without being required to do so, extend the time for the Student to vacate the Accommodation. Any such extension shall be given in writing and shall be without prejudice to the School's right to later insist that the Student immediately vacate the Accommodation.

#### **Expectations**

12. The Student will comply at all times with the Accommodation Requirements and the Parents shall work with the School to ensure such compliance.
13. In the event that the Student is removed from a Residential Caregiver for any reason, the School will take all reasonable steps to find, over a reasonable period of time (as decided by the School in its absolute discretion), appropriate alternative approved Accommodation for the Student.
14. The Student will treat the Accommodation with due care and respect and the Student is liable for costs associated with repairing any damage caused to the Accommodation by the Student. For avoidance of doubt, the School is not responsible for any damage caused to the Accommodation by the Student.

#### **Fees**

15. The Parents must pay all accommodation fees to the School in line with the School's fee schedule as defined in the applicable Contract of Enrolment.

#### **16. Termination**

17. The School reserves the right to terminate this Agreement if the Student is in breach of the Accommodation Requirements.
18. If the Student is suspended, expelled or excluded from the School, the parties agree that this shall constitute a breach of the Accommodation Requirements and this Agreement may be terminated as a consequence.
19. Where this Agreement is terminated, fees may be refunded in line with School Policies.

#### **General**

20. This Agreement shall be construed and take effect in line with the non-exclusive laws of New Zealand. In relation to any legal action or proceedings arising out of or in connection with this Agreement, the Parents irrevocably:
  - (a) submit to the non-exclusive jurisdiction of the Courts of New Zealand; and
  - (b) agree that proceedings may be brought before any Court including any forum constituted under the Arbitration Act 1996 within New Zealand, and waive any objection to proceedings in any such Court or forum on the grounds of venue or on the grounds that the proceedings have been brought in an inconvenient forum.
21. Notices given under this Agreement must be in writing and given to the addresses set out in the Application Form. Those sent by post will be considered to have been received ten (10) days after posting. The Parties agree that email correspondence is a suitable means of communication and emails will be considered to have been received when acknowledged by the party or by return email.
22. This Agreement contains the entire understanding of the parties and overrides any prior promises, representations, understandings or agreements.
23. The parties acknowledge that before signing this Agreement, they have had the opportunity to seek independent legal advice in respect of its content and effect.

#### **Disputes**

24. The parties agree that any dispute in relation to this Agreement will be resolved in line with the Code and the School Policies.

#### **Signing**

25. This Agreement may be signed in one or more counterparts, each of which when so signed and all of which together shall constitute one and the same Agreement. Delivery of signed counterparts may be delivered by email or facsimile transmission.

# SCHEDULE ONE

## ACCOMMODATION REQUIREMENTS

While living in a School approved Homestay, the Student agrees:

1. To comply with all laws of New Zealand.
2. Not to engage in any social or leisure activities that may place them, other persons, in undue danger or risk of harm. This includes the Student putting himself / herself in a position which may give rise to suspicions or allegations of such activities.
3. To obtain written permission from Parents and the School before obtaining any tattoo, piercing or other bodily embellishments.
4. To comply with all Homestay rules, expectations and curfews set by the School and Homestay parents, including without limitation, any policies of the School which apply.
5. To not use or do anything which may cause damage to the Accommodation, including without limitation, applying hair dyes, or smoking cigarettes or engaging in any other activity that may cause damage to the Accommodation.
6. To keep the Homestay parents informed of their whereabouts at all times.
7. To stay at the Homestay address daily and not to travel overnight outside of the town or city (as defined by the School) where the student is living without prior written permission of the School. This clause shall not prevent the Student travelling between the Homestay and the School.
8. To respect the privacy, values and property of the Homestay.

### SIGNING

Parents or Legal Guardians		
By signing below, the Parent/s confirm that they have read the Agreement and agree to be bound by it in all respects:		
Name:	Signature:	Date:

School		
By signing below, the School confirm that that they are authorized to sign on behalf of the School and confirms that the School will be bound by the Agreement in all respects:		
Name: Ōtūmoetai Intermediate School	Signature:	Date:

Initialed by: \_\_\_\_\_ (parent) \_\_\_\_\_ (student)