

# THE CLADDAGH SCHOOL OF ENGLISH



## Host Family Placement Agreement

The Claddagh school of English will do its utmost to find the most appropriate student(s) for placement with the Host Family, but cannot guarantee that all the requirements of the Host Family will be met. The host Family must comply with The child Protection Act and The Criminal Law (sexual Offences and related matters) amendment and are subject to Garda vetting .

1. Careful attention should be paid to the student's wellbeing, their accommodation, meals etc. ***Students should be treated as part of the family. In particular, they should be included in family activities and are not allowed out unless accompanied by a family member. Meals should be a family occasion and students must never eat alone at least one family member should sit with students during dinner.*** Please encourage them to speak English and enjoy the Irish traditional family experience.
2. To provide three healthy meals a day Breakfast Lunch (packed two sandwiches, fruit and a sweet or crisps and a drink) Dinner .Student involvement is encouraged. Any health concerns such as food allergies must be considered.
3. A clean and tidy bedroom with a desk for study(academic year only ) adequate storage for clothing and a weekly change of bed linen and towels should be provided .The student's laundry should be included in the family wash .Students require the facility to have a shower every day with adequate hot water.
4. A student from the Claddagh school of English must not be asked to share a room with a student from another organization without the Claddagh school of English's permission. If the host family accepts a student of a particular nationality, the family cannot, **under any circumstances**, take a student of the same nationality from any other organization .The host family must inform the Claddagh school of English if they are hosting students from another organization. However the Claddagh school of English reserves the right to place students of the same nationality with a host family if the students have requested to be placed together or if they are part of a group.
5. Host families are expected to take their student (s) to school or the meeting point every morning and to collect them every evening at the designated point .Families can car pool if necessary.

6. Students must not be left alone in the house overnight. If the adult members of the host family have to leave for a night the family must inform the Claddagh school of English first and arrange for someone to stay with the student (s)
7. The Claddagh school of English cannot be considered responsible for any damage, theft injury, expense or inconvenience which may occur as a result of a student's stay with a host family or due to cancellation or curtailment of a student's stay. The Claddagh school of English in all circumstances will act as an intermediary between the host family and student.
8. Host families will be paid by bank transfer before the student(s) departs. Families cannot accept payment directly from the student with the exception of extra fees for coeliac food.
9. Host families must not disclose homestay fee's with the Claddagh school of English student.
10. The student should not be required to babysit.
11. Student(s) and Host family members may not lend or borrow money from each other
12. The host families must discuss the house rules with the student when they arrive.
13. Host families must inform Mary or Karla of ANY problems (no matter how small) that arise during the students stay.

## TERMINATION

1. If the Host family wishes to terminate a homestay placement before the end of the agreed period, the Host family should provide the Claddagh school of English with a 5 day notice of termination to allow The Claddagh school of English time to find a new placement for their student.
2. Fees owed to Host families by a student will be paid by bank transfer prior to the Student moving.
3. If the host family fails to meet the requirements or criteria of the Claddagh school of English or if the Host family breaches any of the terms and conditions contained in the Agreement, The Claddagh school of English may terminate any homestay placement without advance notice.
4. If any difficulties arise which make the Homestay placement impossible to continue The Claddagh school of English may terminate the homestay arrangement. The Host family will be paid for the duration of the students stay.
5. Please note that if a student requests to be moved from a host family which has failed to follow any of the conditions above the Claddagh school of English will be obliged to arrange alternative accommodation for the student.