

RETAIL PARTNER APPOINTED HOST FAMILY ASSESSMENT

HOME VISIT DETAILS:

Date of visit:		Name of visitor:	
People present during visit:			

HOST FAMILY DETAILS

Student Name:		Student ID#:	
Host Family Name:			
Address:			
Email Address:			
Phone:		Mobile:	
Emergency Contact:		Phone:	
First language:		Approximate English Level:	Basic Intermediate High

FAMILY MEMBERS / OTHER STUDENTS LIVING IN THE HOUSE:

Name	Sex	D.O.B	Occupation	Interests

HOUSE AND ENVIRONMENT

		Above Average:	Average:	Below Average:	Notes
Location	Distance to bus stop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Environment (clean, safe, comfortable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Facilities	House facilities & cleanliness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Bedroom facilities & cleanliness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Linen & bedding provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Bathroom facilities & cleanliness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Heating Provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Laundry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Internet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
			Yes	No	
Others	Pets		<input type="checkbox"/>	<input type="checkbox"/>	
	Smoking/Non-smoking		<input type="checkbox"/>	<input type="checkbox"/>	
	Police Vetted		<input type="checkbox"/>	<input type="checkbox"/>	
	Working Fire Alarm		<input type="checkbox"/>	<input type="checkbox"/>	
	First Aid Supplies		<input type="checkbox"/>	<input type="checkbox"/>	
	Hosted before?		<input type="checkbox"/>	<input type="checkbox"/>	

SUMMARY OF IMPRESSIONS:

Organised	Yes	No	Good communication skills	Yes	No
Experienced / mature	Yes	No	Cultural awareness	Yes	No
Flexibility	Yes	No	Caring	Yes	No
Accommodating	Yes	No	Positive	Yes	No
Patient and friendly	Yes	No	Safe and clean environment	Yes	No
Suitability for younger learners?				Yes	No
Working hours suitable?				Yes	No
Free time for students?				Yes	No
General Comments:					

HOST FAMILY SUITABILITY RATING (circle one):

Poor				Excellent
1	2	3	4	5

DECLARATION:

1. We declare that we are familiar with the **NZQA Code of Practice for the Pastoral Care of International Students and comply with the accommodation provisions set out in Part 4: Safety and Well-being.**
2. We confirm that we have visited the host family and the information provided on this form is complete and accurate.
3. The host family we have appointed has been duly assessed and police vetted.
4. The host family has received, read and agrees to follow the rules outlined in the **NZLC Guidelines for Hosting Young Learners** and has NZLC contact details.
5. We confirm that the student has the means to stay in regular contact with his / her parents during their stay, (i.e. access to WIFI in the house)
6. We acknowledge that if the information provided on this form is deemed unsatisfactory by NZLC staff in any way, we will contact the family directly via phone for clarification. If the outcome of the phone call is also deemed as unsatisfactory, NZLC will arrange a home visit for a fee of \$250.
7. I/we understand that NZLC will make every endeavor to ensure the safety and welfare of the student while studying in the school. Should there be any concerns about the welfare of the student, the appropriate department head of the school will be consulted and the concerns will be discussed with the student's parents / host family.
8. I/we understand that should NZLC have any concerns regarding the welfare of the student, the school may relocate the student to an approved school homestay and rearrangement fees will occur. If necessary, the school will also refer the matter to the relevant welfare authorities or any other appropriate outside agencies.

Name: _____ Name of Retail Partner (Company Name) : _____
(Inspector)

Sign: _____ Date: _____/_____/_____