



INTERNATIONAL SCHOOL LEARNER AGREEMENT

Expectations & Code of Conduct

We want you to have an enjoyable and memorable experience. Our Kairangi Values alongside these simple rules of respect will help make your experience a happy one.

Bedroom:

- Do not spend all your time in your bedroom.
- If you are cold at night, ask for an extra blanket.
- Ensure you turn off lights and heater when you are not in your bedroom.
- Do not eat or drink in your bedroom.
- Do not leave rubbish in your room. Place all rubbish in the rubbish bin.
- Keep your room neat and tidy.

Bedtime:

- It is customary to say "good night" to each other before we go to bed.
- Do not stay awake playing games online and interrupting your host family

Bathroom:

- Only take short showers of no more than 5 minutes.
- Please leave the room in the condition you found it.
- Ensure you turn off all taps.
- Do not put water on the floor in the bathroom. All water must be confined to the shower, bath or hand basin. Pull the curtain across or shut the shower door. There should be a bathmat for the floor.
- Be considerate about the amount of hot water you are using.

Toilet:

- Toilet paper goes in the toilet, not the rubbish bin. Sanitary items are placed in the rubbish bin, not the toilet.
- Please leave the room in the condition you found it.

Mealtimes & Food:

- It is ok to say "no thank you" to food you do not like or can't eat.
- Do try new foods as it is part of your Residential/Designated caregiver experience
- Health & Wellbeing:
- If you are feeling homesick, unwell or worried about something, please talk to your residential/designated caregiver, the International School Learnercoordinator, a trusted member of staff such as your academic mentor, dean or guidance counsellor.
- It is recommended that you bring your own toiletries and sanitary items with you as the products you use may not be available.

General Information:

- Smoking, drugs and drinking alcohol is strictly prohibited by Wesley College even if you are over 18 years of age. If you are caught, you may be sent home.
- You are an enrolled student at Wesley College and are expected to follow the rules and regulations of the College.

Concerns and Complaints:

If you have any concerns or questions regarding the care you are receiving through the Residential/Designated caregiver programme, you must share this with the International School Learnercoordinator or another member of college staff as soon as possible.

If the college receives a complaint from the Residential/Designated caregiver family that you or your family are not abiding by this agreement this may affect your placement.

INTERNATIONAL LEARNER AGREEMENT, Expectations & Code of Conduct		
I agree to abide by the rules and regulations of Wesley College and adhere to the Residential/Designated Caregiver Students Agreement and Expectations – Code of Conduct	Student Sign:	Dated:



INTERNATIONAL SCHOOL LEARNER PARENT / LEGAL GUARDIAN AGREEMENT Expectations & Code of Conduct

Entrusting your child to another family can be a significant event for your child and for you. Good communication and safe boundaries will help to ensure that placements are a successful and an enjoyable experience for all those involved.

The Residential/Designated Caregivers provide the day to day care for the learner and are subject to the conditions of the Code of Practice. Approval is at the discretion of the school.

Health & Wellbeing:

- If your child has any medical conditions or medications, it is important these are identified and communicated to the Residential/Designated caregiver and the International School Learner Coordinator.
- If your child has been at home and in contact with any contagious conditions, please notify the International School Learner Coordinator prior to the child going to the Residential/Designated caregiver.
- If you are aware of any issues relating to your child that will increase their vulnerability it is very important that you share these with the International School Learner Coordinator so that further support strategies may be put in place. Examples could include mental health issues, family issues, drug or alcohol use etc. These will be treated respectfully and in line with our privacy policies.
- If your child is homesick or feeling unhappy or insecure, please contact the International School Learner Coordinator in the first instance.

Communications:

- Please phone the International School Learner Coordinator to communicate any concerns, updates or emergencies.
- The International School Learner Coordinator will communicate with the Residential/Designated caregiver.
- The college has a communications plan which will be attached to this document.

Collecting students from Residential/Designated caregiver:

- To identify who will be collecting your child from the Residential/Designated caregiver please complete the contacts form, the International School Learner Coordinator will inform the Residential/Designated caregiver. If there are any changes to this list, please advise the International School Learner Coordinator.
- The Residential/Designated caregiver will be advised not to release students to leave with unapproved people.
- Please abide by collection dates and times agreed with the International School Learner Coordinator.
- If you have a family emergency, please do not go to the Residential/Designated caregiver without liaising with the International School Learner Coordinator first. **Please refer to the communications flow chart** if you are unable to contact the International School Learner Coordinator.
- As your child will be in the care of the Residential/Designated caregiver it will be inappropriate for you or your family to be visiting the Residential/Designated caregiver without prior approval through the International School Learner Coordinator.

Concerns and Complaints:

- If you have any concerns or questions regarding the care your child is receiving through the Residential/Designated caregiver programme, you must share this with the International School Learner Coordinator or another member of college staff as soon as possible.
- If the college receives a complaint from the Residential/Designated caregiver that you or your family are not abiding by this agreement this may affect the placement of your child.

Parent/caregiver Family Agreement, Expectations & Code of Conduct Agreement		
I have read and accept the above conditions as set out.	Sign:	Dated:



INTERNATIONAL SCHOOL LEARNER Residential/Designated Caregivers Agreement, Expectations & Code of Conduct

As the Residential/Designated caregiver you are responsible for the day to day care of the student. You are subject to the conditions of the International Code of Practice.

You can view the Code by clicking on the following link <https://www2.nzqa.govt.nz/about-us/news/understanding-the-code-for-international-learners-in-new-zealand/>

All Residential/Designated caregivers and people residing at the residence over the age of 18 are required to undertake Police vetting.

Approval of your appointment is at the schools. discretion.

To ensure there is clear communication and understanding of expectations we have provided this agreement which the student, student family and Residential/Designated caregiver must abide by.

The safety of our learners and our Residential/Designated caregivers is a priority for the College, and any breach of this agreement may result in the student being removed from your home.

Meals:

- Three nutritious meals and morning and afternoon tea each day to be provided.
- The college will provide breakfast and lunch on school days.

Laundry:

- The students' washing and ironing is to be done weekly.

Bedroom:

- The student is provided with a room of his/her own with a wardrobe and suitable storage.
- Study Area:
- The student will need a study desk and lamp or adequate lighting so that he/she can study comfortably. They will also require access to the internet.

Transport:

- Transport to college events, practices and social activities should be provided free of charge, in line with normal family expectations.
- If your student needs collecting from college activities, it is your responsibility to do so.

Curfews:

Weekdays for Dinner, 6:00 -7:00pm

Weekends:

- 15 years - 16 years 9:00 -10:00pm
- 17 years -18years 11:00-11:30pm

General:

- All Residential/Designated Caregivers must be approved by the College, and police vetted before a student can be placed in the home.
- The Residential/Designated Caregiver assumes the role of the day to day care of the International School Learner as substitute parent or guardian. This means making decisions about acceptable behaviour and setting limits. Therefore, the expectation is that the student will be treated as a member of the family with the same rights and responsibilities.
- Arrangements regarding such things as going out at night, and domestic chores are left to the discretion of the Residential/Designated caregiver. However, it is essential that the caregiver always knows the whereabouts of the students.
- Please discuss your family curfew expectations with the International School Learner Coordinator.
- It is important that the caregiver takes an interest in the schooling of the student. Attendance at parent interviews is very welcome.

- If you feel that the student is not working as hard on homework or assignments, caregivers/parents should inform the International School Learner coordinator of their concerns.
- Residential Caregivers hosting a student are expected to be fluent English speakers while demonstrating an appreciation of cultural differences.
- It is important that the student become involved in extracurricular activities, and Residential/Designated caregivers are expected to help with transport to these commitments.
- Highlights of the year include events such as cultural and sports events, sports competitions and college social events. Residential/Designated caregivers are expected to make sure that the student can meet all practices and rehearsal requirements, we look forward to welcoming caregivers to these events.
- Once the Residential/Designated caregiver placement has been confirmed and the International School Learner coordinator has forwarded the family profile and contacts, the Residential caregiver is required to begin communicating with their student.
- The College must be informed a month in advance of any planned change in the composition of the household, E.G; the ages and numbers of guest staying in the home and any other students from other institutions.
- Some Residential/Designated Caregivers situations do not work out. A student will be moved if the Residential/Designated caregiver and or students are unhappy with the situation and feel that the conflict cannot be resolved. This is not undertaken lightly and requires the student's parent's permission. Two weeks' notice is required on both sides.
- The International School Learner Coordinator is the person to contact with concerns about the student's behaviour out of school hours.
- We hope the experience is mutually rewarding, and that lasting relationships are formed
- As the Residential/Designated caregiver, we accept the above conditions.

Residential or Designated Caregivers Agreement, Expectations & Code of Conduct		
I have read, signed and attached Residential/Designated Caregivers Agreement, Expectations & Code of Conduct	Caregiver Signed:	Dated: