



Bexhill 6th Form College

## STUDENT APPLICATION FOR HOMESTAY ACCOMMODATION 2023/24

(\*) required fields – please ensure you fill in all the required fields

Name of Applicant: \*

Nationality: \*

First Language: \*

Age (at the start of the course): \*

Date of Birth: \*

Male/ Female: \*

Length of stay (please specify dates): \*


I WOULD LIKE:

(please tick all which apply) \*

With meals

Self-Catering

Non-Smoking

Accommodation

Smoking Accommodation

No Pets

With Pets

If you ticked “no pets” please could you tell us why? (i.e. allergies, personal preference etc.) \*

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If you ticked "with pets" please could you tell us what pets would be acceptable? (i.e. cats, dogs, hamsters etc.) \*

Do you require a special diet e.g. Vegetarian / religious diet, etc? (an additional charge will be added) \*

Yes

No

If you ticked yes, please specify which: \*

Do you have any allergies? \*

Yes

No

If you ticked yes, please specify which: \*

If you are a non-smoker, could you live with a family who smoke indoors? \*

Yes

No

If you are a non-smoker, could you live with a family who smoke outdoors? \*

Yes

No



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Do you require a host family over Christmas Holiday? \*

Yes

No

Please write a paragraph outlining the type of person you are and your interests. Please state what type of host family you would like and what are your expectations of having a host family in the UK. \*



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- I understand that the College cannot always offer me a homestay family that are close to the College and within walking distance.
- I understand that my host family may (in some cases) be up to 45 mins travel time away from College on public transport.
- I understand that there will be an extra cost for travel by public transport.
- I understand that the most important aspect of living with a host family is that they are a good match for me. I understand that the College will match me to the family they consider to be the most appropriate and that distance/travel will not be the first consideration.
- I understand that the College will do its best to take into account my preferences for a host family but that this cannot be guaranteed,

*I have read and agree to the above and terms and conditions provided to me. \**

Signed: \*  
(Student)

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Signed: \*  
(Parent)

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Name: \*  
(Parent)

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Date: \*

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## **STUDENT TERMS & CONDITIONS 2023/2024**

### **Homestay accommodation – with meals**

- Students live with a homestay provider and share facilities.
- Students will have their own room with a bed, desk and space for clothes.
- The student's room and the general living conditions will be clean and well-presented.
- The house will be heated to a minimum of 18 degrees C from the hours of 6am to 8am and 4pm to 10pm and a minimum
- Students will have access to a bath/shower daily.
- Clean bed linen and towels will be provided weekly with a supply of blankets and duvets, as needed.
- Meals provided are:
  - Breakfast – food will be provided for the student to help themselves
  - Lunch – food will be provided for students to make their own packed lunch to take to College. Food will also be provided for students to make their own lunch at weekends if they are home.
  - Evening meal will be a cooked meal provided by the host family.
  - Snacks: host families are not obligated to provide snacks for students
- Access to the washing machine for personal laundry
- Students will be treated as a member of the family and will be expected to keep to the code of conduct listed below.
- Host providers will also follow the code of conduct listed below.

### **Code of Conduct for Homestay Providers**

#### **The Homestay provider will:**

- Encourage the student to speak English as much as possible.
- Have Wi-Fi and allow the student to access it
- Treat the student as part of the family, e.g. include the student in family events and eat evening meals together as much as possible.
- Give the student a key to the house.
- Not host another student of the same nationality at the same time unless by arrangement with the college.
- Show the student how to get to and from the college by public transport or on foot.
- Give the student their mobile number.
- Show due concern for the welfare, safety and security of the student during their stay.
- Respect the student's different cultural background and be sensitive to the student's needs.
- Set curfew and house rules as advised by the College
- Seek parental permission for extensions to curfews
- Assist students in the registration with a Doctor



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### **Code of Conduct for Students**

#### **The Student Will:**

- Understand that they may be placed with a multi-cultural family or single parent family.
- Understand that the family may be located within a 45 min journey or 10 mile radius of the College.
- Speak English whilst in the home.
- Give the host family their mobile number.
- Register with a Doctor.
- Eat the food provided by the Host family and not help themselves to food unless this is agreed with the Host Family
- Understand that they will return home for the Christmas holidays unless there is a specific arrangement with the College.
- Understand that any time away from the host family will be charged at the full rate (this does not include the summer holidays)
- Agree to not make any special arrangements with the host regarding the summer holidays without speaking to the College first.
- Be polite and considerate to the host respecting the rules of the household especially with regard to smoking/Vaping, the playing of loud music, etc.
- Not bring any people to the home without prior arrangement with the homestay provider.
- Ensure that the host family are informed of expected return time after a night out (bearing in mind the curfews in place) or period away from the home. Also be prepared to ensure that they are informed of any changes.
- Respect the host's property and understand that any accidental damage caused will be deducted from their deposit.
- Be responsible for the insurance of personal property.
- Not drink alcohol if under the age of 18
- Not arrive at the house intoxicated by alcohol
- Understand that the use of illegal drugs, legal highs or inappropriate use of prescription drugs will lead to action under the Colleges disciplinary procedures and will usually be reported to the police.
- Be prepared to discuss any concerns regarding the accommodation with the host or the College and understand that moving from the host family is only an option where there is an urgent need or it is deemed necessary by the College.
- Understand that the College will require up to 4 working weeks' notice to move a student to another host family. In exceptional circumstances as defined by the College no period of notice may be required.
- Abide by the College rules and expectations of students both in College and when at the host family
- Behave with respect and consideration, inside and outside the property towards other students, staff and neighbours. This includes all types of antisocial behaviour or acts that could disturb others.
- Keep noise at a level that does not interfere with the study, sleep and comfort of others.
- Understand that the College does not allow students to hire/rent alternative premises whilst in our care unless pre-agreed by the College.
- Understand that any student bringing the College into disrepute will be subject to student disciplinary procedures.
- Students are expected to complete questionnaires throughout the year regarding their host family experience. Students are expected to be clear, truthful and to raise any concerns.



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### **Nights away**

If the student requests to stay away from the host family overnight they must complete a Bexhill College Travel Release Form to gain permission. The completed form must be received by the College 7 working days prior to the night(s) away and must include the details of who is taking parental responsibility for the student.

An adult with parental responsibility is not defined as another student. This does not include when the student is travelling home for a holiday.

### **Breaking of Rules**

Disciplinary action will be taken if any student is found breaking any of the above rules or the host family house rules and curfews. This may range from a verbal warning by the house parent, being referred to the Director of International Students or the student being asked to leave the host family and/or College – depending on the seriousness of the incident. If a student is asked to leave the host family and they are under the age of 18 the College will ensure that the student is returned into the care of a parent or guardian.

The College's disciplinary procedure is on the student portal and is sent to all parents

### **Recommended Curfews**

Bexhill College recommends the following curfews to its host families: -

Weekday            10:00pm

Weekend            11:30pm

### **If a student wishes to move to a different host family**

On occasion, a student may request to move from a host family for a particular reason. We will always discuss this with the student and attempt to address any concerns they may have. We will also discuss this with the host family if appropriate. If it is considered that a move is the right decision for the student, we ask them for 4 working weeks' notice for us to make alternative arrangements. In exceptional circumstances as defined by the College no period of notice may be required.

### **If the student requests to move to the Student Accommodation**

On occasion, a student may request to move from a host family to our College Accommodation. This move can only happen if there is room available and this is at the discretion of the College. When this happens for no other reason than the student wants to move, we will require 2 weeks' notice for us to make the arrangements. Under these circumstances, the College will withhold 3 weeks' "notice" payments for the host family.

### **If the host family requires a student to move**

A host family will, where possible give the College 4 working weeks' notice that they require a student to be moved. During this time the College will attempt to find alternative accommodation arrangements. This does not mean it will take us 4 working weeks and the student could be moved before this. In exceptional circumstances, depending



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on the reason for the move and in agreement with the College the student may be moved immediately or as soon as alternative arrangements can be made.

### **Payments**

- The student/agent must pay to the College, 1 term rent in advance + damage deposit by the agreed date. Payments must be paid in accordance with the invoice.
- The College will pay the homestay provider directly.
- If the student spends any time away from the host family this will be charged at the full rate.
- If the host family agrees to store the student's belongings at the host family's house over the summer, the student will pay 50%. Do not agree anything with the host family, before speaking to the College.

### **Damage Deposit**

The damage deposit will be returned after the student has vacated the accommodation. Any damages to homestay provider home, will be deducted at the discretion of the College.

### **Student questionnaire**

Please be aware that after each term we will send out a questionnaire that students are required to fill in and provide us with feedback on their experience with our host families. They will also be asked to provide a rating. Please note this is compulsory for you to complete and will be confidential between the student and the college.

### **Health and Safety**

Bexhill College requires all host families to have adequate smoke detector alarms and Carbon Monoxide alarms. Host families are also required to have a Gas Safe Certificate for their boiler.

### **Disclosure Baring Service**

As an additional safety check, the responsible adult will be subject to a DBS check.

### **Contact details**

Bexhill College, Penland Road, Bexhill-on-sea, East Sussex, TN40 2JG  
Telephone: +44 (0) 1424 214545, E-mail: [international@bexhillcollege.ac.uk](mailto:international@bexhillcollege.ac.uk)