



COQUITLAM COLLEGE

Established 1982

HOMESTAY PARENT GUIDE

Welcome! As a homestay family, you are taking part in a unique and wonderful experience.

HOMESTAY FAMILY REQUIREMENT

- Homestay families are required to agree and sign the Homestay Family Application Contract.

PREPARING FOR A STUDENT

- Please send Coquitlam College a photo of your family, the room you have for the student, as well as a photo of your home. These pictures do not need to be professional, cell phone photos work great too. Since many students request to see photos of the homestay family, these can even help us to place a student faster. Please email photos to: **homestay@coquitlamcollege.com** (just be sure to include your first and last name in the body of the email or subject line).
- Is the bedroom set up for the student? Do they have a light to read with? Some host families place a welcome basket (fruit and snacks) in the student's room – it's always a very appreciated, and friendly welcome gesture.
- Write a welcome letter to post in the student's room, go over house rules, meal times, laundry arrangements, and a reminder to help themselves to snacks. Pin up a picture of your family with your names on it. It's amazing how many students don't know how to spell or pronounce their host family's name. Write down some of their immediate concerns: telephone use, banking, bus schedule, and how they will be getting to school the first day.
- If you do not live within walking distance to Coquitlam College, be prepared to show the student where to buy their bus pass from and how to take public transit.

ARRIVAL

- The student will probably be tired from jet lag. They may be homesick. It is important to allow the student some rest time. The student may feel awkward with the family at first, don't feel bad if they want to spend some time in their room. It's a good idea to go over the phone use with the student. Many students like to call home in the first day or two.
- Check to see if the student can read English to make sure they understand your welcome letter. Treat the student like a house guest at first, they will be shy to help themselves until they are comfortable.
- If the students' English is not at a high level, too much information thrown at once will confuse them. Please take it slow.
- If you need the school to interpret, we are here to help.

- Sometimes when students arrive with their different culture and customs, conflicts can arise. Often, conflicts are a result of misunderstanding. Communication is most often the key to avoiding and resolving problems.
- If you have a problem and can't talk to your student or you have talked and the problem has not improved, it is very important you contact the Homestay Coordinator as soon as possible.

GETTING SETTLED

- Once the student is settled, they might want to be included in household duties and activities. For example: setting the table, emptying the dishwasher, taking the dog for a walk, or watching you make dinner. Just be sure to ask them what they feel comfortable with.
- The student will enjoy telling you about their family. Ask them if they have any pictures or stories to tell. Some students would love the opportunity to cook a meal and introduce you to their culture.
- If you invite the student to attend a family outing (bowling, movies, etc.) please tell them up front whether they will be paying for themselves. For example, "we are going bowling on Saturday; it costs \$10.00 to play, would you like to come with us?" or "would you like to come out for dinner on Saturday, it is our treat?"

SCHOOL INFORMATION & OFFICE HOURS

School office hours are from **8:30AM-4:30PM Monday-Friday**

516 Brookmere Avenue, Coquitlam, V3J 1W9

Telephone 604-939-6633

HOMESTAY COORDINATOR

Corinne Coutts – Homestay Coordinator

Telephone 604-939-6633 local 249

homestay@coquitlamcollege.com

EMERGENCY PROCEDURES

- After hours call 911
- School hours call 911 and then contact the school (604) 939 6633
- Emergency Number (604) 785 6765 for medical and life threatening situations.

SAFETY CONCERNS

- Make sure the student has your information on them
- Please write down the student's name and parents contact information in case of an emergency
- Make sure the student knows the evacuation routes in your home
- Make sure the student knows where the fire extinguisher is
- Please show the student how to call 911
- Inform the student of the safety issues of walking at night etc.
- If the student has a medical emergency, please take them to the hospital
- **Post or provide the student with the BC Children's Helpline (310-1234). This helpline operates 24 hours a day, year-round, and may be called in cases where the international student feels he/she is being mistreated or unsafe in the home or at school.**

IF YOU HAVE ANY SAFETY CONCERNS ABOUT YOUR STUDENT PLEASE CONTACT THE HOMESTAY COORDINATOR at (604) 939 6633

HOMESTAY PAYMENT

- The student is responsible to pay the homestay fee directly to you.
The current Homestay rate is **\$1100** per month (three meals a day) & the **daily rate is \$37.00**
Please visit www.coquitlamcollege.com for the most recent changes in homestay rates.
- Holiday Rate is half the monthly fee = **\$18.50/day**. A holiday is considered two weeks or more where the student is absent from the home.
- Friend and Family Rate is **\$75/Day**
This rate includes 3 meals per day. Students must get permission from their homestay family before inviting friends or family to stay with them at their homestay.
- Summer program rate is **\$75 Per Student/Day**
The summer program takes place every July and lasts from 2-4 weeks. Homestay families are responsible for providing the students with three meals per day and driving them to and from school each day.
Please note: students in the summer program may be as young as 11 years old.
- Homestay families may not charge extra or change the homestay fees from what has been outlined above.

GIVING NOTICE

- The first month for a student in a new homestay is a trial period. This allows the student an opportunity to make sure the homestay is a good fit for them.
- Students must give two weeks notice to their homestay family if they intend to move out. Students may give this notice at any time throughout the month. For example; If your student pays the homestay fee on Oct 1st and tells you on Oct 19th that they will be moving at the end of the month, the student will owe 4 days in homestay fees.

COMMON QUESTIONS

Damage Deposit

Unlike a rental agreement or lease, the homestay program is a unique experience where students have the opportunity to become part of a Canadian family. Due to the nature of the program, homestay families **may not** ask their homestay student for a damage deposit or a deposit of any kind.

Extra Charges

It's not acceptable for homestay families to charge students extra for items such as soap, toilet paper, laundry detergent, or any other common necessity that one might need for day-to-day.

Custodianship

All international students under 19 years of age that are traveling to BC to study without a parent or legal guardian will require a custodianship. A homestay family that agrees to host a student under 19 years of age will be required to sign a custodianship form that states that they understand that they have a minor in their care and that they will do their due diligence to ensure the safety of that minor. As a custodian, you are not responsible if the student in your care behaves or acts in a way that is illegal. Your responsibility in this role is to contact the school if you have any concerns regarding the student.

Appliances

Please show the student how to use the household appliances, include the washer and dryer. Let them know if

there is a schedule for washing clothes. We would prefer if you would help wash or wash your students' clothes unless they prefer to do it themselves.

Bathroom

Shower curtains are not always found in homes, consequently water mess is very common. Please show the student how to use the shower curtain as well as the shower.

Toilets

Please show the student that toilet paper can be flushed down the toilet. Please also show them how to use the toilet.

Telephone

Please explain how to call collect and help the student with an international calling card. The student is responsible for any long-distance charges they've accumulated; the College is not responsible for any charges.

Cell Phone

We do not advise you to sign as a guarantor for a student to purchase a cell phone. The College will not be responsible for any charges.

Pets

Most students don't have pets and are not accustomed to being around pets, especially inside the home. Students may be uncomfortable when a dog or cat jumps up and sniffs them. Please explain that your pet is part of your family and be considerate if they are uncomfortable with them.

Shopping for ethnic food

Upon arrival, new foods and the time change can be a shock to the system. There are many grocery stores in the Coquitlam area that cater to the needs of many cultures. Please keep in mind, it is of great comfort to eat familiar food.

Ethnic stores nearby:

- Korean & Chinese Market on North Road under the Red roof
- T&T Market in Coquitlam Centre
- Henderson Place Mall across from Coquitlam Centre

Weekend Ideas

- Shopping
- Skating
- Hiking
- Bowling
- Indoor Badminton
- Swimming
- Visit Local Parks and Gardens

Thank you for becoming a host family with Coquitlam College