International Students Designated Caregiver Agreement

Whangaparaoa College expects Designated Caregivers to:

- Be a 'bona fide' adult relative/close family friend of the student's family
- Provide a warm, caring environment, where the physical and emotional well-being of the student can be nurtured
- Provide 3 meals a day
- Care for the student as you would your own family
- Provide a warm, comfortable room for the student, including study facilities
- Set reasonable rules and boundaries and discuss expectations of these with the student
- To ensure safety for students under the age of 14, they should not be left alone in the house without adult supervision
- Attend parent/teacher conferences/interviews when held
- Ensure that the school has up-to-date information of parents' addresses and student's address and contact numbers at all times
- Contact the school immediately if there are any concerns whatsoever concerning the welfare, health and safety of the student
- To inform the school in advance if the caregiver is going to be absent, so that alternative arrangements can be made
- Maintain regular contact with the parents about the students educational progress and welfare

The Designated Caregiver can expect Whangaparaoa College to:

- Provide a safe learning environment for the student
- Ensure the student's safety and emotional well-being is taken care of during school hours
- Provide an ESOL programme for the student (if applicable)
- Provide additional learning support for students experiencing academic difficulties (if additional costs are involved, the parents may be asked to provide for this)
- Maintain regular contact with the designated caregiver on matters relating to the progress of the student
- Provide school newsletters and any other information sent to Parents' of the student
- Provide school reports
- Provide support and quick action in case of problems
- Interview the child once a term

Should there be a concern about the welfare of the student, the school will consult the pastoral care staff within the educational institution and will discuss the concern with the designated caregivers and parents of the student. If necessary, the school may relocate the student to an approved Homestay. The education provider may also refer the matter to the New Zealand Police or any other appropriate welfare agencies.

I understand and accept the above conditions as a designated caregiver for

_____ *(Name of Student)*

Signed: _____ _____

(Designated Caregiver) (*Principal/International Dean)*

Dated this _____day of _____ 200___