**Host Family Agreement/Contract**

This Agreement/Contract is entered into upon submission of an online application to become a host family or carer.

***By agreeing to this contract, I/we confirm that we have read and understood the following terms regarding hosting responsibilities:***

Confidentiality must be always be maintained between the Company, the Host(s), other host families, and students.

The Host(s) agrees to uphold the Code of Conduct for providers of homestay accommodation for English Language students. The Host(s) further affirms they have read, understood, and will adhere to our Hosting Guidelines, Code of Conduct, Children Act 2015, Safeguarding Policy, and Privacy Policy.

The Host(s) is required to notify relevant home and car insurers to ensure appropriate coverage for any wear and tear; the Company will not be held liable for such damages.

All Host(s) must undergo verification, background checks, and receive approval prior to acceptance.

The Host(s) assumes responsibility for arranging student transportation. In the event of an emergency where the Host(s) cannot provide transport, prompt notification to the Company is required. Any necessary alternative arrangements may incur costs payable by the Host family.

Monetary deductions from the Host(s) will occur only upon confirmation in the case of discrepancies during hosting (e.g., complaints or removal of a student); every effort is made to prevent such occurrences.

The Host(s) shall prioritise accommodating students as per the allocation process, which favours families demonstrating reliability and consistency. Hosts accepting students during off-peak periods (February–June/September–October) are requested to also accommodate students during peak July summer school sessions.

It is the Host's responsibility to inform the Company of ***any*** additional students from other schools or any lodgers over 18 residing in the household at the time of placement. This must be disclosed and approved in advance.

The Host(s) is required to obtain and pay for a fully enhanced DBS certificate for all household members aged 18 and above before student assignments can be made.

**Medical:** Any issues, complaints, or medical concerns arising during the student or guest's stay should be promptly referred to our Meet & Greet staff, Group Leader accompanying the group, or the emergency contact number 07513871084 (available 24/7).

**IMPORTANT:** Under no circumstances should the Host(s) enter any ***private arrangement*** with any student, parent, family member, guardian, agent, or school introduced or allocated by the Company without immediate notification to the Company.

Hosts must cancel any allocated student as soon as possible to prevent students arriving without available accommodation.

**Cancellations:** The Company will notify the Host(s) as soon as possible if a student cancels or requires reassignment. Circumstances may change after allocation, and compensation is not guaranteed in such cases.

The Host(s) is responsible for declaring all income received from hosting students, as per HMRC guidelines under the rent-a-room scheme.