

## INTERNATIONAL STUDENT ACCOMMODATION AGREEMENT

(When placing a student in a School Approved Homestay)

### Terms and Conditions:

1. For the purposes of this Agreement the following terms shall have the following meanings:
 

**Accommodation** means the residential accommodation provided to the Student pursuant to this Agreement.

**Accommodation Requirements** means the rules and requirements of the Accommodation as set out in Schedule One.

**Agreement** means this Accommodation Agreement between the Student, School, and Parents which governs the Student's Accommodation arrangements.

**Application Form** means the standard enrolment application form.

**Code** means the Education (Pastoral Care of International Students) Code of Practice 2016 as updated from time to time and available online at [www.legislation.govt.nz](http://www.legislation.govt.nz) under Education (Pastoral Care of International Students) Code of Practice 2016.

**Contract of Enrolment** means the agreement between the Student, Westlake Girls High School and the Parents which governs the Student's Tuition.

**Homestay** has the meaning as set out in the Code.

**Parents** means the Parents referred to in the Application Form.

**Residential Caregiver** means the person responsible for the Student at the Accommodation.

**Residential Caregiver Agreement** means an agreement between Westlake Girls High School and the Residential Caregiver.

**School** means the school referred to in the Contract of Enrolment.

**Student** means the International Student residing at the Accommodation as referred to in the Application Form.

**Tuition** means the education of the Student at Westlake Girls High School.

All other terms have the same meaning as in the Contract of Enrolment.
2. Westlake Girls High School is a signatory to and complies with the Code. Unless living with a parent, every international student is required to live at an Accommodation approved by Westlake Girls High School in line with the requirements of the Code.
3. The Parents and Student agree to adhere to the following terms and conditions of the Accommodation:
  - (a) Westlake Girls High School agrees that all information regarding the Residential Caregiver, the Parents and the Student relating to the Accommodation will be kept confidential, except disclosure:
    - (i) To the Student, the Parents or Residential Caregiver (as the case may be);
    - (ii) To any professional consultant or such person where it is in the interests of the Student to provide the information;
    - (iii) Pursuant to any statutory or other legal duty.
  - (b) The Parents agree that if behaviours or conditions of the Student emerge after placement with a Residential Caregiver such that the Residential Caregiver is unable to provide the level of accommodation or care required for the safety and wellbeing of the Student, Westlake Girls High School may terminate this Agreement.
  - (c) The Parents or the Student have the right under the Privacy Act 1993 to see and request corrections of any personal information held by Westlake Girls High School concerning them in relation to the Student's placement with a Residential Caregiver.
  - (d) Under the Privacy Act 1993, any information collected may be provided to education authorities.
  - (e) These terms and conditions may be changed by Westlake Girls High School (acting reasonably) upon reasonable notification from time to time and will continue to apply until notified otherwise.
4. If the Parents provide misleading information or fail to disclose information about the Student prior to placement with the Residential Caregiver and during the term of the Homestay Westlake Girls High School may (in its sole discretion):
  - (a) Charge the Parent such fees as required to pay for extra requirements due to providing misleading information or the lack of disclosure; or
  - (b) Terminate this Agreement.
5. The initial appointment and ongoing engagement of the Residential Caregiver is subject at all times to:
  - (a) the Residential Caregiver and Westlake Girls High School entering into a Homestay Carer Agreement or a Designated Caregiver Agreement; and
  - (b) Westlake Girls High School's usual requirements and policies relating to the Accommodation.
6. Westlake Girls High School will ensure that to the best of its ability:
  - (a) The Accommodation provides a safe, positive and healthy environment for the Student and complies with the Code;
  - (b) The Residential Caregiver's appointment has not involved any form of gift (financial or otherwise) to or from a third party;
  - (c) The appointment of the Residential Caregiver does not represent any actual or perceived conflict of interest, and that any possible conflict of interest has been notified to Westlake Girls High School;

- (d) The Residential Caregiver will take all reasonable steps to ensure the Student's compliance with New Zealand laws (including, where appropriate, informing the Student of such laws), and will immediately report any possible legal breach to Westlake Girls High School; and
  - (e) The Student only engages in lawful, responsible and positive recreational activities outside of School.
7. Unless otherwise agreed in writing by the parties, the Parents agree for the Student to travel and stay overnight within New Zealand in the care of their Residential Caregiver for not more than seven days where the travel does not involve the Student participating in any adventure activities or extreme sports, or result in the Student missing any scheduled school days.
  8. Westlake Girls High School will seek specific written agreement from the Parents for travel or overnight stays of more than seven days or that results in the Student missing any scheduled school days.
  9. The Student will seek specific written agreement from Westlake Girls High School before the Student, being a Student of any age, participates in any activities which are considered to be adventure activities or extreme sports. Westlake Girls High School will only give such Agreement where approved by the Parents.
  10. Westlake Girls High School may take such measures as it considers appropriate (acting reasonably) to monitor compliance with the Code. This may include regular check-ins with both the Student and the Residential Caregiver.
  11. Unless otherwise agreed in writing, the Student will be entitled to start their Homestay at the Accommodation 5 days before the Period of Enrolment (as that term is defined in the Contract of Enrolment) starts and 5 days following the end date of the Period of Enrolment (as that term is defined in the Contract of Enrolment). Should this Agreement be terminated before the expiry of the Period of Enrolment the Student will be required to move out of the Accommodation immediately. Westlake Girls High School may, at its sole discretion, and without being required to do so, extend the time for the Student to move out of the Accommodation. Any such extension shall be given in writing and shall be without prejudice to Westlake Girls High School's right to later insist that the Student immediately move out of the Accommodation.

## Expectations

12. The Student will comply at all times with the Accommodation Requirements and the Parents shall work with Westlake Girls High School to ensure such compliance.
13. In the event that the Student is removed from a Residential Caregiver for any reason, Westlake Girls High School will take all reasonable steps to find, over a reasonable period of time (as determined by Westlake Girls High School in its absolute discretion), appropriate alternative approved Accommodation for the Student.
14. The Student will treat the Accommodation with due care and respect and the Student is liable for costs associated with repairing any damage caused to the Accommodation by the Student. For avoidance of doubt, Westlake Girls High School is not responsible for any damage caused to the Accommodation by the Student.

## Fees

15. The Parents must pay all accommodation fees to Westlake Girls High School according to Westlake Girls High School's fee schedule as defined in the applicable Contract of Enrolment.

## Termination

16. Westlake Girls High School reserves the right to terminate this Agreement if the Student is in breach of the Accommodation Requirements.
17. If the Student is suspended, expelled or excluded from Westlake Girls High School, the parties agree that this shall constitute a breach of the Accommodation Requirements and this Agreement may be terminated as a consequence.
18. Where this Agreement is terminated, fees may be refunded in accordance with School Policies.

## General

19. This Agreement shall be construed and take effect according to the non-exclusive laws of New Zealand. In relation to any legal action or proceedings arising out of or in connection with this Agreement, the Parents:
  - (a) submit to the non-exclusive jurisdiction of the Courts of New Zealand; and
  - (b) agree that proceedings may be brought before any Court including any forum constituted under the Arbitration Act 1908 within New Zealand, and waive any objection to proceedings in any such Court or forum on the grounds of venue or on the grounds that the proceedings have been brought in an inconvenient forum.
20. Notices given under this Agreement must be in writing and given to the addresses set out in the Application Form. Those sent by post will be considered to have been received ten (10) days after posting. The Parties agree that email correspondence is a suitable means of communication and emails will be considered to have been received when acknowledged by the party or by return email.
21. This Agreement contains the entire understanding of the parties and overrides any prior promises, representations, understandings or agreements.
22. The parties acknowledge that prior to signing this Agreement, they have had the opportunity to seek independent legal advice about its content and effect
23. The parties agree that any dispute in relation to this Agreement will be resolved according to the Code and Westlake Girls High School Policies.

## Disputes

**Accommodation Requirements**

(Schedule One)

**While living in a School approved Homestay, the Student agrees:**

1. To comply with all laws of New Zealand.
2. Not to engage in any social or leisure activities that may place them or other persons, in undue danger or risk of harm. This includes the Student putting himself / herself in a position which may give rise to suspicions or allegations of such activities.
3. To obtain written permission from Parents and Westlake Girls High School prior to obtaining any tattoo, piercing or other bodily embellishments.
4. To comply with all Homestay rules, expectations and curfews set by Westlake Girls High School and Homestay parents, including any policies of Westlake Girls High School which apply.
5. To not use or not do anything which may cause damage to the Accommodation, including applying hair dyes, or smoking cigarettes or engaging in any other activity that may cause damage to the Accommodation.
6. To keep the Homestay parents informed of their whereabouts at all times.
7. To stay at the Homestay address daily and not to travel overnight outside of the town or city (as defined by Westlake Girls High School) where the student is living without prior written permission of Westlake Girls High School. This clause shall not prevent the Student travelling between the Homestay and Westlake Girls High School.
8. To respect the privacy, values and property of the Homestay.

