

Western Springs College Accommodation Rules and Requirements

(Schedule Four of AGREEMENT/CONTRACT OF ENROLMENT)

This Accommodation Rules and Requirements set out the requirements for the Student while residing in School-approved accommodation with natural parents, homestay parents, or parents' designated caregivers.

1. **Comply with all laws** of New Zealand as well as **school's Accommodation Rules and Requirements, Accommodation Agreement, and Designated Caregiver Agreement**. The Student must comply with all accommodation rules, expectations, and curfews set by the School and the Caregiver, including any relevant School policies.
2. **Avoid unsafe or risky behaviour**. The Student must not engage in any social or leisure activities that may place themselves or others in unnecessary danger or risk of harm. This includes avoiding situations that may give rise to suspicion or allegations of such activities.
3. **Respect the Caregiver's property, privacy, and values**. The Student must maintain a clean, tidy, healthy, and safe living environment at the caregiver's property, including shared spaces (such as the kitchen, dining room, lounge, and bathroom), as well as the Student's own bedroom and bathroom. The Student must respect the caregiver's guidance regarding the use of the above shared spaces and the facilities, furniture, and resources within the caregiver's property, and cooperate with regular checks conducted by the caregiver or relevant School staff of the Student's bedroom. These checks may include ventilation, cleanliness, tidiness, appropriate use of facilities, furniture and space arrangements, and matters relating to the safety and wellbeing of the Student and other host family members, including any items relevant to their safety and wellbeing.
4. **Respect household guidelines**. Each Caregiver family may have slightly different but reasonable household guidelines. Students must follow these and consult the International Office if any concerns or issues arise.
5. The Student must **inform the Caregiver** immediately **of any health problems or wellbeing concerns** so appropriate support can be provided and the School can be informed.
6. The Student should **maintain appropriate sleep and wake times** to ensure they arrive at School on time and are ready to learn. The Student is not permitted to stay up later than 10:30pm on week days, and not later than 11:30pm on weekends.
7. The Student must **keep the Caregiver informed of their whereabouts** at all times. The Student must obtain permission from the Caregiver, rather than merely informing them, before returning home after curfew.
8. The Student **must not stay in a hotel** during the day or night without the supervision of natural parent(s) or caregiver(s) unless it was registered and approved by the School in advance.
9. The Student must plan in advance and obtain permission from the Caregiver, rather than merely informing them, if they will return home late beyond **curfew**. The Student must return home no later than:
 - a. 6:30pm on weeknights (Sunday to Thursday)
 - b. 8:30pm on weekend nights (Friday and Saturday) for students 15 years or younger
 - c. 10:00pm on weekend nights (Friday and Saturday) for students 16 years and older
10. The Student must plan in advance and obtain prior permission from the Caregiver before **inviting any friends to visit**. Friends and visitors are only permitted under the following conditions, unless the Caregiver has agreed otherwise on a case-by-case basis:
 - a. When the Caregiver is present at home;
 - b. In the Student's bedroom, provided the door remains open at all times;
 - c. Visitors of the opposite sex must not remain in the Student's bedroom.
11. The Student must plan in advance and obtain permission from the Caregiver before staying overnight elsewhere.
 - a. **Sleepovers** are only permitted with another WSC-approved Caregiver.
 - b. The Student must provide all contact details to the Caregiver or School, including the host's name(s), physical address, home phone, and mobile numbers.
 - c. Sleepovers are only allowed on weekend nights (Friday and Saturday).
 - d. Sleepovers with students of the opposite sex or a partner are not permitted.
 - e. Caregiver supervision must be present at all times during the sleepover.
 - f. Sleepovers at a home that is not WSC-approved accommodation require prior approval and must be arranged through the WSC International Office in advance with at least two weeks' notice.
12. The Student is required to inform the School, Caregiver, and their natural parents of any romantic (boyfriend/girlfriend)

Initialed by: _____ (parent) _____ (student)

relationship, to ensure appropriate support for the Student's health, safety, and wellbeing. The School may, where for safeguarding, wellbeing, or pastoral care purposes, inform the Caregiver and/or natural parents of such relationships to support the Student in meeting expected standards of behaviour, wellbeing, safety, and educational goals.

13. The Student must **keep their bedroom tidy and assist with basic household tasks** such as washing or drying dishes, setting the table, taking out rubbish, washing their own laundry, and preparing their own breakfast and lunches.
14. The Student should place their dirty clothing in the **laundry** basket whenever the Caregiver offers to do the laundry. Students may also be required to do their own laundry and/or collect their washing from the clothesline.
15. The Student shall maintain appropriate personal hygiene by showering daily/regularly, or as otherwise advised by the caregiver(s) or School staff. Showers should generally be limited to 5–10 minutes and to one shower per day, unless otherwise agreed or instructed by the caregiver(s). The Student must leave the bathroom in the same condition as it was found after use. The Student is responsible for purchasing their own **personal toiletries**, such as shampoo, conditioner, body wash, toothbrush, and toothpaste.
16. The Student must **not engage in any activity that may damage the accommodation or result in unnecessary use** of household facilities or resources. This includes, but is not limited to, leaving heaters or other electrical appliances on unattended, excessive or unnecessary use of the washing machine or dryer without consulting the Caregiver, applying hair dye, vaping or smoking cigarettes, or any other activity that may cause damage to the property.
17. The Student must follow all School and Caregiver rules when using the **internet** connection. The School advises that all electronic devices are turned off by: 10:30pm on weeknights, (Sunday–Thursday), and 11:00pm on weekend nights (Friday–Saturday)
18. The Student are **responsible for the costs of their own** mobile phone usage, international calls, travel, and personal entertainment, including movie tickets, entry to parks, and other sightseeing or recreational activities. This may also include any additional accommodation or meal costs incurred when the Student chooses, or is invited by the Caregiver, to join the Caregiver for such activities.
19. The Student must **stay at their School-approved Caregiver's address each night** and must not travel overnight outside the town or city (as defined by the School) without prior permission from the School. The student must inform the Accommodation caregivers of any day trips or school trips they are undertaking or planning. All overnight travel must be registered and approved by the School. Requests must be submitted to the International Office at least two weeks prior to the planned departure date. This does not prevent the Student from travelling between the Caregiver's home and the School.
20. International Students are not allowed to own or drive a vehicle. The School may consider approving the Student over 18 years to own and drive a vehicle if the Student is living with the natural parent(s). **Prior written approval from the School is required before the over-18 Student purchases, owns, or drives a vehicle.** Before purchasing or operating any vehicle, the Student and Parent must provide the School one month in advance with their valid driver license for the School's pre-approval. Following the School's approval, the Student and Parent(s) must provide the School with the vehicle registration details and valid insurance documentation. Students holding a New Zealand restricted driver license must not carry any other students as passengers. The School reserves the right to withdraw its pre-approval or approval at any time if any of the above requirements are not met or maintained.

SIGNING for acceptance of the School's Accommodation Rules and Requirements

Parents: By signing below, the Student and Parents confirm that they have read and accepted the School's Accommodation Rules and Requirements, and that the Student agrees to be bound by them in all respects (initial each page):

Name(s): _____

Signature(s): _____

Date: _____

Student: By signing below, the Student confirms that they have read and accepted the School's Accommodation Rules and Requirements, and that the Student agrees to be bound by them in all respects (initial each page):

Name: _____ Signature: _____

Date: _____

Note: Please upload the signed page as a supporting document for the student's application.

Key Reference of this document: SIEBA's International Student Application Form and Contract of Enrolment Secondary School, Updated November 2024