



# EQUINOX EDUCATION SERVICES

## Student Host Family Guidelines

### **ALL FAMILIES MUST COMPLETE THIS FORM**

Being a Host Family with Equinox Education Services Ltd (EES) is a unique, rewarding, fun and education experience for all members of the family and an opportunity to create many unforgettable memories for our students. As an overriding principal for hosting, we ask families to remember to treat their student just as they would any other member of their family.

#### **SECTION A : Conditions**

In order to ensure the success of the hosting experience for the student so that s/he has the best immersive learning and cultural experience possible, we ask ALL families to follow these mutually agreed conditions:-

1. The students need to be escorted to/from school by a family member for the first couple of days until the student is familiar with the route.
2. Families that host Winter students attending local secondary schools are expected to bring their students to acquire their school uniform. EES have an account set up at the shop concerned.
3. For Summer and Winter students, the host family is expected to provide the following:-
  - A clean room and good living conditions.
  - A desk and a chair for study/homework.
  - To allow the student to shower once per day.
  - A laundry service for the students as required.
  - To change the bed linen once per week.
  - 3 meals per day (including a packed lunch during the week).
4. During the Summer, all students must be home by 9pm at the latest and during the Winter months all students must be home by 8pm at weekends. They are not permitted to go out during the week as they will have homework from their secondary school.
5. Under no circumstances should students be left overnight without the supervision of a responsible adult.

#### **SECTION B : Payment**

1. **Summer/short-term students (less than 4 weeks)**
  - Payment will be made within 5 working days after a student leaves Ireland;
  - If it is the case that you hosted a student for the first week and for some reason the student has had to be moved to another family, you will still be paid within 5 working days after the student leaves Ireland.
  - Should a student depart during a weekend or bank holiday, payment will be processed within 5 days of the next working day.
2. **Winter students/long-term students (more than 4 weeks)**
  - Payment is processed once per month.
  - If it is the case that you hosted a student for their first week and for some reason the student has had to be moved to another host family, you will be paid within 10 working days after the student leaves your home.

