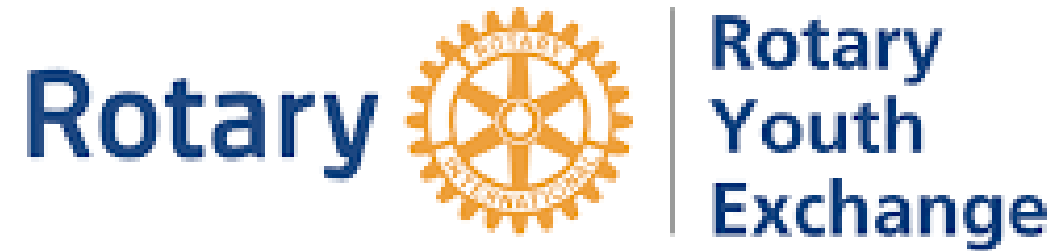


Host Families
and Mentors
Briefing
June 2023



WESTERN AUSTRALIA

Rotary Youth Exchange WA

District Committee

- Chair
- Four Placement Officers
- Treasurer
- Admin support
- Event support
- STEP Co-Ordinator
- Compliance Officer

Reports to the District Governor

Has to be accredited by Rotary International
and TIWA

Who does what?

Student Mentor

- Support for:
 - Student
 - Host families
 - Natural Parents

Host Family

- Provide home hosting for the student
- Treat them like one of the family, not a guest
- Help the student settle into their new life

District Committee

- Managers the program overall – Inbound and Outbound
- Manages the relationship with exchange partners
- Contact with Rotary Clubs
- Arranges optional tours for the students
- Supports clubs
- Manages disputes

Student Mentor

Organises things on arrival

Is the student's confidant/mentor

Is he arbiter when issues arise – perhaps with others, depending on issue

Is the disciplinarian if needed – with others depending on issue

Ensures appropriate risk controls are in place to protect student

Mentor's Rights

Speak

Speak with student at any time

Be

Be informed of student's whereabouts

Be

Be informed of all breaches of behaviour

Be

Be involved in the determination of any consequences when rules are broken

Be

Be kept informed on all aspects of the student's exchange

Host Family's Rights

Set

- Set 'house rules'

Allocate

- Allocate household tasks for the RYE student as if they are part of their family (First Night Questions). They are not a guest

Informed

- Have the student inform them of their whereabouts at all times

Restrict

- Restrict usage of phone and computer/internet to reasonable times of the day (and night) and time periods

Veto

- Veto the student from associating with certain persons or activities felt to be unsuitable or 'undesirable' and not in their good interests for a successful RYE exchange

Contact

- Contact the student's Mentor at any time should they require advice, input or intervention over any matter in relation to the student or program

Student Rights

Secure family environment including adequate protection against sexual abuse and harassment

Opportunities to grow, develop, mature and experience the culture and environment of the community in which the student stays

Quick and simple contact to their Mentor

Access to a second support person, should the first one not be contactable

Mentor who is trained and understands RYE

Mentor who will respond in a proactive and effective manner to address the student's concerns

Mentor who will advise the RYE Chair/Placement Officer if the student's needs and concerns are not resolved

Natural justice should the student contravene rules or guidelines

Receive the student allowance of \$150.00 each month from the club as agreed

Who pays?

Rotary Club pays for:

- School/Subject Fees
- Uniform
- Bus pass (if applicable)
- Monthly allowance of \$150 – first payment on arrival
- Attendance at Rotary events (including social events)

Student pays for:

- Optional Camps and optional school excursions
- Outings with friends

Host Family Expenses

Treat student as one of their own children

Room & Board

Family Outings

Additional food items

e.g., Tim Tams, Nutella-Optional – to be discussed

Personal Consumables-Optional

Student's Expenses

Personal outings

Personal consumables

\$500 Emergency Fund

Mobile phone purchase, call & data costs

Organized trips through the RYE Committee

Additional food items

e.g., Tim Tams, Nutella-Optional - to be agreed with host family

School Excursions

Extra curricular subjects – eg Marine Studies, Dance & Drama, Media, Photography

Before the student arrives

Make contact – Mentor and host families – particularly first host family. Get to know them a little

Suggest a video call - mentor and host family . First family – video call with student and their family

Tell student about yourself, home, school, pets , club etc

Make sure student has your phone number

Tell them it IS cold in Perth when they arrive

Make their room ready ad welcoming

Assure them you will be at the airport to meet them

Mentor – order a Club name badge for your student

Arrival of Inbound Student

Meet at airport (Club members including Mentor, Host family members – especially first family)

Contact natural parents on arrival

Student will be very tired and often hungry!

Attempt to keep them awake until an appropriate bed time – helps with jetlag. No big activities for a day or two

First night questions (see manuals) – have fun with them and agree mutual expectations

Prepare them for Orientation Camp which starts on Friday 28 July (evening)

Bring them to Orientation Camp and pick them up again on Sunday 30 July – details to follow

Where do they Stay?

Student could spend the first few days with the mentor but okay to go straight to family

Factors to consider:

- Day of week student arrives
- Is mentor able to get student to school?
- Who is working?

Make time for the Mentor and student to form a relationship from the beginning

Gives the student time to get over jet lag

They will want to have your Wi-Fi password 😊

Starting School

Must not be enrolled before 1 August
-- Club's responsibility

AASES form required to be signed by
the school principal on enrolment

- Student should have this with them, but will also be emailed to Placement Office as a backup
- Email to Placement Officer within 5 days of student's arrival

Arrange to get uniforms before student
actually starts school. We recommend
trying to get second-hand uniforms

Bank Account – usually done by Mentor

Will need Passport to set up account

Inform Club Treasurer of account
details

- for \$150.00 monthly allowance

\$500.00 emergency money

- Either create another account or deposit into a Rotary account
- Give the student a receipt
- Any funds used must be replaced by the student's natural parents

Medical expense and Insurance

Medical expenses are the responsibility of the student's natural parents

Student will have Overseas Student Health Card (OSHC)

- May vary depending on insurance provider
- Copy of card to be kept by Mentor
- If student is from Norway or Belgium they will need to enrol for a Medicare card (reciprocal government arrangement) . Mentor to arrange

Check travel documents. All will have comprehensive cover

- Any questions to RYE Placement Officer

Passport

Passport should be kept by the Mentor with photocopy to family and student

Must be available 24/7

Student should know where it is but shouldn't have access to it



Phone – to
be sorted
asap by
Mentor

- Student will be keen to get this sorted!
- Student pays
- Limit calls to natural family and friends 'back home'
- Advise number to student's Placement Officer asap

Ongoing...

Encourage student to interact at Club Meetings

- Non Rotarian Family- Mentor to organise transport to weekly meeting

Organise a date for an introductory presentation to the Club

- Time and length will depend on student's language skills

Ensure student understands that a monthly report is to be submitted

- Will be discussed further at Inbound camp

Understand and follow travel policy and seek approvals (see manual for forms)

Make sure you know the Student's birthday and any special dates important to them (eg religious festivals and national holidays)

Mentors - Meeting with Student

The first month-contact weekly
Meet after host family change
Meet with the student at least monthly

- Meal at home
- Afternoon tea
- Weekend away

“Catching up at Rotary” doesn’t count!

- If a student has a problem, they may not feel comfortable to discuss at meeting

Child Protection (even if student over 18)

All members of the host family (living at home) must have a current Working with Children Clearance and have completed a Form 3 declaration (references to be checked by the Club's Protection Officer)

These requirements also apply to any person who may have unsupervised contact with the student (eg drives them each week to Rotary etc)

If in doubt, check with the Mentor or Club Protection Officer (and see information on the Mentor's manual and Youth Protection Manual)

Rotary International Statement of Conduct for Working with Youth

Rotary International strives to create and maintain a safe environment for all youth who participate in Rotary activities.

To the best of their ability, Rotarians, Rotarians' spouses and partners, and other volunteers must safeguard the children and young people they come into contact with and protect them from physical, sexual, and emotional abuse”

Sexual Harassment/ Abuse

Student advises you of sexual harassment/abuse:

- **If an individual believes a child is in immediate danger or in a life-threatening situation, they should immediately contact the Police Service by dialling 000.**

Within host family

4 simple steps

- Believe the student
- Remove the student
- Contact Police (this is mandatory)
- Contact Placement Officer or RYE Chair

Outside of family:

- Ensure student is safe
- Need to liaise with host family
- Contact Police (mandatory)
- Contact Placement Officer or RYE Chair

IMPORTANT DATES FOR 2023

Dates		Additional Costs	Attendance
Week of 24 th July	2023-2024 Inbound Students arrive		
Friday 28 th – Sunday 30 th July	Inbound Outbound Briefing Weekend Point Walter Recreation Camp	No fee for students	COMPULSORY
Tuesday 1 st August or soon after. Must not be before 1 August	Students Start School		
TBC – either September or after Sydney trip	Kojonup Farm Visit	No fee for students	Optional Trip
TBC – End Nov – early December	Sydney Trip	Students Expense - approximately AU\$2,700	Optional Trip

IMPORTANT DATES FOR 2024

Dates		Additional Costs	Attendance
MARCH – TBC	District Conference	No fee for students	COMPULSORY
Friday 26th April TBC	Parliament House Cocktail Party Visit	No fee for students	This Event and Date is not Confirmed
Saturday 27 April – Sunday 12 May	North-West Safari (Pilbara and Gascoyne camping trip)	Student Expense – approximately AU\$2,980 (with optional extras)	Optional Trip
Friday 28th June	Last day of School for Inbound Students		
	Farewell Function, Perth	No fee for students	
Approx first week in July	Students depart for Home Country		

Infringement of Rules

**Overwhelmingly, students
are good...but
occasionally.....**

Warning

- may have their free time curtailed, together with their activities in the home, school or in the social environment.
- Students who repeatedly offend may be issued with a yellow card .
 - **Arbiter** – Mentor and the host parents
 - Dress
 - House Rules
 - Transport
 - Respect for Host Family
 - Choosing friends

Infringement of Rules

Yellow Card

- may be given a severe reprimand.
 - The student's parents will be advised of the infringement,
 - result being the curtailment of free time and activities.
 - more than one infringement means student may be liable for a red card
-
- Arbiter - RYE Placement Officer/Chair with assistance from RYE committee as required
-
- School attendance & uniform
 - Alcohol consumption
 - Smoking
 - Body piercing
 - Romantic involvement
 - Monthly Reports to Rotary
 - Rotary Function Attendance
 - Multiple warning from Mentor and host parents

Infringement of Rules

Red Card

- may have the exchange terminated with the student being sent home on the first available flight.

Arbiter –

- The District Governor (DG) with assistance from the the RYE Committee
- Dangerous or prohibited activities
- Drugs
- Host country laws
- Unauthorised travel
- Multiple yellow card warnings

Scenarios for Rules Broken!

Host dad advises that John is being rude to host mum; not accepting instructions/request to help

Host Mum finds marijuana in Tony's bedroom

You see photos of Annette on Facebook, riding a jet ski

Alice mentioned to her Mentor that she visited Adelaide. No "Travel Request" form was completed

Rowena has gone to a party and clearly has been drinking when you pick her up

Host Mum says she suspects that Josie is smoking

Rowena is pregnant!

Host Family

As Mentor, you are concerned that John is being allowed to basically come and go as he pleases with current host family

School calls to say that Aaron is absent. You later find out that he went to the beach for the day

Josie is not happy with the food being served at home

Rotary

A male Rotarian insists on hugging Josie whenever she attends a meeting. It makes her feel uncomfortable

Annette doesn't want to go to Rotary. It's boring!

Enjoy the
experience!



YOUR NEXT FAMILY PHOTO



INSERT ROTARY
EXCHANGE STUDENT
HERE ____

Questions

