

**New England Association of Schools and Colleges
Commission on Independent Schools**

Report on Standard 8: Homestay Program

School:	
Address:	

Date report submitted: _____

Persons involved in compiling this information:

NAME	TITLE

Total Enrollment: _____

	PS	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	Totals
Male																
Female																
Non-binary																
Day																
Boarding																
Homestay																

International students included in the above table who are not U.S. residents:

Day																
Boarding																
Homestay																

Number of Faculty: _____ **full-time:** _____ **part-time:** _____

Number of Administrators: _____ **full-time:** _____ **part-time:** _____

* A school will use this form when it has any homestay students.
(rev 4/17)

Section I: Standards and Indicators

Please respond to the following indicators and/or questions in narrative form and include requested documentation.

Standard 8 (Residential Program and/or Homestay Program): The residential program and/or homestay program provide for an intentional curriculum, appropriate facilities, engaging activities, and adequate supervision to meet the needs of each student.

Suggested Indicators:

8.j. The homestay program is consistent with the mission of the school.

1. Why was the homestay program introduced into the school?
2. Were the needs of students included in the homestay program already covered by the school's existing mission or has this been changed to accommodate the new program?
3. How does the school ensure that students in the homestay program can reasonably be expected to benefit from it?

Documents to Attach:

- a. Copy of Mission Statement, brochures, and any literature describing the homestay program which has been published to the school community.
- b. Copy of the admissions policy noting any changes applicable to the homestay program.

8.k. The school has a formal contract with homestay families if there is a direct placement or with an agency that provides homestay placements.

Documents to Attach:

- a. Copy of the contract

8.l. The school assures that homestay facilities are safe and clean, and provide sufficient living space.

1. How does the school assure that homestay facilities are safe and clean, and provide sufficient living space?
2. If an agency is used to assure that homestay facilities are safe and clean, and provide sufficient living space, describe the school's participation in this process.

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8.m. There is a clearly defined process in place to screen host families, including a background check, and a process for matching student and family interests.

1. What is the process used by the school to screen host families, including a background check, and a process for matching student and family interests?
2. If an agency is used to screen host families and match students and family interests, describe the school's participation in this process.

8.n. There is a procedure to include host families and students in defining and understanding the ethical and legal responsibilities of the school, host families, and students.

1. Describe the procedure to include host families and students in defining and understanding the ethical and legal responsibilities of the school, host families, and students.

Documents to Attach:

- a. Any written material outlining these ethical and legal responsibilities.

8.o. The school has clearly-stated, written, and understood expectations for the school, host families, and students regarding the student academic program and experiences both during the school week and on weekends and vacations, and these expectations and responsibilities are published and disseminated in a school handbook.

1. What changes or accommodations have occurred in the design of the curriculum offered to those in the homestay program?
2. What changes have occurred in the number and/or qualifications of instructional and support staff in order to ensure the effectiveness of the homestay program?
3. What changes have been made in the school's administration to accommodate responsibility for the homestay program?
4. What are the procedures for orientation and training of students, host families, and staff as a result of the homestay program?

Documents to Attach:

- a. The portion of the school handbook that outlines the expectations for the school, host families, and students.
- b. A list of all teaching and administrative staff involved in the homestay program showing: name, qualifications, experience, and role within the program.
- c. A copy of any job description for a member of the administration which has undergone adjustment as a result of the introduction of the homestay program.

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8.p. The school has a well-defined process, which includes students and host families, to regularly review the homestay program and the experience of the students for the purpose of improvement.

1. Describe the process to regularly review the homestay program and the experience of the students for the purpose of improvement.

8.q. The school has procedures in place to integrate international and other students living in homestay situations into the school's social and academic fabric.

1. What changes have been introduced into non-classroom programs (athletics, community service, student activities, etc.) to accommodate the needs and interests of students in the homestay program?

Section II: Summary of Conclusions

The Head of School, in collaboration with the other members of staff involved in completing this report, should write a short and concise summary of conclusions, including specific recommendations for improvement and areas in need of further attention and development concerning the homestay program.

Section III: Standards for Accreditation

The summary should include an assessment of any issues concerning the school's compliance with the Standards for Accreditation as a result of adding a homestay program. Please indicate the school's rating with regard to each of the standards using the attached form: Compliance with the Standards for Accreditation Related to a Homestay Program.