



# Host Family Agreements

Thank you for agreeing to host our international visitors! Please read through the following agreement carefully. Keep a copy of this agreement for your records. All host parents must sign and date the last page of these agreements. Please submit a physical or digital copy of the last page to the DCI Voyager Team before your exchange student arrives.

## General Expectations

### Host families will...

- Provide a separate room, a bed, and three meals a day for your exchange student
- Welcome the exchange student as an active member of your household for the duration of your stay.
- Ensure that your exchange student arrives at school every day by the same means that your own child gets to school.
- Provide the exchange student with a loaded metro card for field trips and weekend activities.
- Refrain from entering your exchange student's room without their permission, unless there is an emergency.
- Complete a background check administered by the DCI HR department.

### Exchange students will...

- Invest time in building a relationship with your family
- Follow your household rules, including your curfew.
- Keep their room clean.
- Abide by US laws.
- Spend the night at their assigned host family's house, unless they are on an approved overnight trip.



## Integration Period

For the first four (4) days after their arrival, all exchange students are expected to commit to an integration period. During this period, exchange students will prioritize spending time with their host families during non-school hours. Exchange students will be instructed not to initiate plans with their fellow exchange student peers until the integration period is over. The purpose of the integration period is to make sure exchange students are learning to honor your investment of time and resources as host families. By participating in the Voyager Exchange program, exchange students have agreed to invest time in building relationships with the DCI community.

During the integration period, DCI host families should feel free to make plans with other DCI families, and DCI host students may make plans with other DCI students.

## Afternoon and Weekend Plans

Outside of the school day, host families should be directly supervising their exchange students.

If you plan any activities outside of the school day with an associated cost, your exchange student should not be expected to pay to participate in your family's activities. However, students are expected to pay for any snacks or souvenirs they would like to purchase themselves.

You are free to take your exchange student out of DC. If you plan on taking your exchange student for an extended period of time outside of the greater DC area, make sure you keep the partner school chaperones informed of your plans. If you will be spending the night outside of DC with your exchange student, you **MUST** also inform their family back home.

For example, before taking your exchange student to spend the weekend to see relatives in New Jersey, send a quick message to the visiting school chaperones and your student's exchange family. However, if you are simply taking your student out to dinner in Silver Spring, no additional communication is necessary.

Before letting your exchange student participate in any risk-prone activities, such as sports, horseback riding, adventure parks, skateboarding, etc, make sure you receive written permission from your exchange student's parent or guardian. Please contact the partner school chaperones and/or DCI's Voyager Staff if you need help securing said permission.



## Exchange Students Leaving Your Home

Learning to become autonomous using a target language in a new environment is a key component of the Voyager Exchanges. As such, once the integration period is over, exchange students may and are even encouraged to leave your home if there are no other activities planned for them. If your exchange student ever wants to leave your home, make sure to follow these guidelines:

### Host families must...

- Know where the exchange student plans to go
- Know when the exchange student expects to return
- Record the number of the accompanying buddy\*
- Ensure the buddy's phone is appropriately charged
- Remind the buddy that they must respond to calls from you immediately

### Exchange students must...

- Tell their host family where they plan on going
- Tell their host family when they plan to return
- Be accompanied by at least one buddy\* with a phone capable of receiving calls and texts

*\*A buddy can be any of the following: host parent, host sibling, other DCI student*

### Longer Outings

If your exchange student expects to be gone from your home for more than one (1) hour, the partner school chaperones must also be updated with:

- Where the exchange student is going
- What time they will be back
- Who is going with them
- How to get in contact with the exchange student

### Failure to Return on Time

If the exchange student has not returned by the time specified previously:

- The host family will call (not text) the accompanying buddy to ascertain their whereabouts
- If the DCI student does not respond after three (3) calls, the host family should immediately contact the partner school chaperones

### Bottom Line:

***If your student's family called you at any time, would you be able to tell them where their child was, and how to get in touch with them?***



## Health Concerns

Exchange students have packed all the medication they should need (including over the counter drugs). Exchange students are expected to self-administer all medication as needed.

Local over the counter medication can also be given to exchange students. Please make sure you or a partner school chaperone is present when purchasing new over the counter medications from a pharmacy, to ensure the exchange student is getting the right medication.

All host families will receive a Permission to Seek Treatment Form signed by their exchange student's parent or guardian. Please make sure to keep a digital or physical copy of this form with you at all times during your exchange student's stay.

### **In the event of a serious injury or health emergency**

- Make sure the exchange student is out of immediate danger
- Call the appropriate emergency services
- Call the partner school chaperones
- Stay with the student until the partner school chaperone arrives

## Language Practice

Please speak to your exchange student in English as much as possible. Be patient and encouraging. Avoid correcting them unless they ask you to. Let them ask for a word in their language or check an online dictionary if they need it.

Some exchange students may be less chatty than others, especially at the beginning of the exchange. Again, be patient and continue to include them in your family life; they are listening, and learning. It will be much easier for them to open up once they are more comfortable with you and the language.

Living 24/7 in a foreign language is exhausting. Your exchange student may ask to be excused or to not engage for short periods of time (an hour or so) in the evening to recharge. This is in no way an indication that they are not enjoying their time with you! They just need to give their brain a break. If you feel that your exchange student is becoming overly withdrawn, please reach out to the partner school chaperones.



## Communication Expectations

During the weeks leading up to the exchange students' arrival, all host families will be added to a Whatsapp group. The Whatsapp group will also include members of DCI's Voyager team and at least one host school chaperone.

Contact the DCI Voyager team regarding any concerns about school-day activities or if you cannot reach the exchange student's chaperones.

Contact the partner school chaperones about any concerns outside of the school day.

- If your exchange student needs to be taken to emergency services, contact chaperones as soon as possible, regardless of time of day/night
- If your exchange student is experiencing any kind of non-serious emergency (fever, throwing up, etc) during the night, please wait until the next day to inform the chaperones

Contact other host families directly to confirm evening or weekend plans.



## Host Family Agreement: Signatures

\_\_\_\_\_  
(Host family household name)

\_\_\_\_\_  
(Exchange student name)

By signing below, I (we) confirm that I (we) have read the Host Family Agreements and agree to follow the guidelines detailed therein while I (we) host exchange students participating in DCI's Voyager Exchange Program.

\_\_\_\_\_  
(Host parent 1 printed name)

\_\_\_\_\_  
(Host parent 1 signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Host parent 2 printed name)

\_\_\_\_\_  
(Host parent 2 signature)

\_\_\_\_\_  
(Date)