



National
Guidance

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Homestay Information Form

PART 1

to be completed by the person organising the homestay

Name of school / establishment organising the homestay
Name of person organising the homestay
Contact number
Name of the visiting school / establishment
Dates of homestay

PART 2

to be completed by the host

The host is the person with overall responsibility for supervising and caring for their guest(s) during the homestay.

Your details

Name	Sex
Address	
Home phone	Mobile
Email	

If there is not enough room on this page, please continue on a separate sheet.

Details of any other adult(s) who will also have responsibility for supervising and caring for your guest(s).

Name	Sex	Age	Relationship to you

Who else lives at this residence?

Name	Sex	Age	Relationship to you

Is it possible that any visitors aged 16 or over will be left alone in private with your guest(s)? If so, please give their details.

Name	Sex	Age	Relationship to you

Have any of the people you have named been barred from working with children?

If this question raises any concerns for you, please contact the person organising the homestay in confidence (see Part 1 above).

How many guests are you offering to host?

Will your guest(s) have their own bedroom(s)?

If not, with whom will they share? Guests should only share a bedroom with someone of the same sex and similar age.

Will your guest(s) have access to toilet and bathroom facilities which they can lock for privacy? If not, please give details.

I understand that if I/we transport the guest(s) in a private vehicle, it must be roadworthy and appropriately insured, and the driver(s) must be agreed in advance by the organiser of the homestay. Please give the names of any proposed drivers.

Please state what animals you have, with which your guest(s) might come into contact.

I confirm that during the stay any enclosed space, including a car, will be a non-smoking area.

I understand that the guest(s) must not ride on a motorcycle or motor scooter unless specifically agreed in advance by the organiser of the homestay.

I understand that any activities I/we will provide for the guest(s) must be agreed in advance by the organiser of the homestay.

I accept that I will be responsible for supervising and caring for my guest(s) so that they are safe and secure, and I agree to any necessary checks.

I confirm that the statements above are correct.

Signature of host	Date
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