

Homestay Family Application

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KIRWAN
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Homestay Co-ordinator
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Host Family Name:		Given Name(s):			
Home Phone No.:		Mobile No.:		D.O.B:	
Occupation:		Email Address:			
Host Partners' Name:		Given Name(s):			
Home Phone No.:		Mobile No.:		D.O.B:	
Occupation:		Email Address:			

Residential Address:	Post Code:
Describe your hobbies and interests: Sports played current and past:	
Partner, describe your hobbies and interests: Sports played current and past:	

Host 's Nationality: _____	
Partners Nationality: _____	
Is English the main household language? Yes / No	
Do any members of the family speak another language? Yes / No	If so what language? _____
Does any household member smoke? Yes / No	Inside / Outside _____
Do you own your home / rent?	
Do you have Home and Contents insurance? Yes / No	
Does your home insurance policy cover you for public liability? Yes / No	
Name of company:	Policy No: _____ Expiry date: _____
Do you have any fire safety appliances in your home / apartment? e.g. Smoke alarms:	
Do you have a pool compliance certificate? Yes / No	
Does your family attend church regularly? Yes / No Where, please state: _____	

Details of any Pets:	Indoor	Outdoor

Please list family members/ people living in your house:				
Name:		<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB:	___ / ___ / ___
Hobbies/Interests:				
Name:		<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB:	___ / ___ / ___
Hobbies/Interests:				
Name:		<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB:	___ / ___ / ___
Hobbies/Interests:				
Name:		<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB:	___ / ___ / ___
Hobbies/Interests:				

Others living in your home:				
Name:		<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB:	___ / ___ / ___
Relationship:		Nationality:		
Hobbies/Interests:				
Name:		<input type="checkbox"/> Male <input type="checkbox"/> Female	DOB:	___ / ___ / ___
Relationship:		Nationality:		
Hobbies/Interests:				

Suitability Check: (All people over 18 years who live or frequently visit this home are required by law to have Blue Card.)				
Suitability (Blue Card) details below:				
Name:		Card Number:		Expiry:
Name:		Card Number:		Expiry:
Name:		Card Number:		Expiry:
Name:		Card Number:		Expiry:
Name:		Card Number:		Expiry:
Name:		Card Number:		Expiry:
Please attach copies of your blue cards to this application				

Travel & Transport Details:					
Approximate distance from your house to the Educational facility:					
Most likely means of transportation to the Educational facility would be:		School Bus / Public Bus	Car	Foot	Bike
Details of Bus Route:					
Your house to the bus stop:					
PLEASE NOTE: All transport details (i.e. Pricing, routes, buses, paths etc.) MUST be provided to the student(s) prior to arrival unless host is advised otherwise.					

Home Details:										
No. of bedrooms		No. of bathrooms:		Lounge	Dining Room	Study	Rumpus Room	Kitchen	Pool	Please Tick
Other facilities:										
Student's Room 1 has:				No. of Beds:		Wardrobe	Chest of Draws	Fan	Please Tick	
				Bedside Table	Shelving		Air-Conditioner	Desk and Chair		
Other features:										
Student's Room 2 has:				No. of Beds:		Wardrobe	Chest of Draws	Fan	Please Tick	
				Bedside Table	Shelving		Air-Conditioner	Desk and Chair		
Other features:										
Does the student have internet or wireless access? Yes / No (Please Circle)										
List the facilities available for students use: (i.e. Musical instruments, pool, gym equipment, local parks, shopping centers etc.)										

Preferences:				
Please list any preferences:				
Length of stay:	Long Term	Short Term	Both	
Age:	Younger than 15 years	Older than 15 years	Adult	Any
Gender:	Male	Female	Either	

Banking Details:			
This information will be used by Homestay Townsville Australia to deposit the funds directly in to your account only.			
Bank Name:			
Account Name:			
BSB Number:			
Account Number:			
Applicants Signature:			Dated: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

A registration fee of **\$20** for administration expenses is required to be forwarded to Homestay Townsville, Australia with this application before the home inspection is arranged. An invoice will be sent with all details.

OFFICE USE ONLY			
Application Received:	___ / ___ / ___	Date Registration Fee (\$20) Recieved :	___ / ___ / ___
Suitability Card Copies Attached :	YES / NO	Date Registration Fee Receipt Sent:	___ / ___ / ___
Database Entry Date:	___ / ___ / ___	Inspection Date:	___ / ___ / ___
Signature Accommodation Officer:		Date:	___ / ___ / ___

Host Family Registration Procedures:



Step 1 - Complete Registration Form

Complete the Family Registration Application form, then print and scan the completed document back to us. To: homestaystv@gmail.com Attn: Simone

Step 2 - Complete The Working With Children Check Form

Form Please refer to <http://www.bluecard.qld.gov.au/pdf/forms/PSBA001MAY15-BC-Blue-card-application.pdf> Quick links on right hand side of page) Blue Card application (BC) form. Host families are classified "Volunteers)

Step 3 – Clearances

Once you have completed your application, you will receive a Working With Children Check application number. Please inform Homestay Townsville Australia of this number so we can verify that you have a valid application in progress

Step 4 - Form Approval Process

Once your application has been processed, you will be notified of the outcome by email (or post if you do not have an email address). There are only two results of a Working With Children Check – a clearance or a bar.

Step 5 - Home Visit

While we are waiting for clearances (Blue Card approval), we'll arrange a home visit to view the bedroom(s) available for students and the common areas of the home.

We have policies and procedures i.e. Risk Management, Child Protection and a Code of Conduct to read and signed. These will be given to you at the home visit.

Step 6 - Student Placement

The home visit has been completed; we can look at placing students with you. This can take some time, as we need to make sure we find the best match between students and hosts.

Important Notice:

- The "Working with Children Checks" Blue Cards are necessary for those 18 years and over living in the house
 - DO NOT POST THIS FORM AWAY UNTILL ALL HAS BEEN SIGHTED, COMPLETED SECTION B AND SIGNED BY THE HOMESTAY CO-ORDINATOR
 - Home visits are usually conducted on week days or evenings, depending on the families schedule.
 - Student numbers do fluctuate and we can never guarantee that we will be able to place a student with every family
 - We will only contact families when we have potential students requesting homestay in the area.
- PLEASE CONTACT ME ASAP WHEN ALL THE FORMS HAVE BEEN FILLED IN.**

If you are a current holder of a Blue Card please enclose a copy of all family members CARDS with the forms