

Foreign students in host family residences

Host family – one or several people who host a foreign student at their house or apartment, constantly living together with him/her in their household and performing the duties listed below.

Requirements to the host family:

➤ Living conditions:

- A house/apartment is situated in Daugavpils, normally within a walking distance to the school. If a house/apartment is not situated in the city center, it should be located not far from a public transport stop.
- The student stays in a separate, not through-way room with a window and a door; a bed or folding couch with a level surface; a table, a chair, and place for storing personal items; bed linens, a pillow, a blanket, towel set (bath, hands, kitchen).
- The student uses the bath of host family.
- Wi-Fi, access to the Internet, and if necessary – an opportunity to use the host family's computer to check emails.
- The host family gives the student the keys to their house/apartment (with return), and a security code (if there is one).
- The student can use the washing machine once a week.
- The host family provides the cleaning of the room once a week at the time suitable for the student.
- The host family changes bed linens and towels every other week.

➤ Meals:

- The host family provides lunch or dinner on the arrival day.
- Daily breakfast (porridge, yogurt, cereal, muesli, sandwiches, omelets, pancakes, boiled eggs, tea, coffee, milk, juice and so on) is offered to the student.
- Daily hot dinner (if it is part of the paid services) is offered to the student. The host family should be ready to offer the dinner till 10 pm. We recommend the student to agree with the host family about the time for dinner.
- The host family considers the student's dietary and allergy needs.
- The host family follows organizational requirements connected with alcoholic drinks. As a rule, restrictions on alcohol drinking are imposed on all programs. All project participants (teachers, managers, peer students, guides...) should rationally minimize alcohol drinking in the student's presence or together with him/her. If the student is minor (under age 21) – alcohol is strictly forbidden.
- We strongly recommend the student to have meals together with the host family as it creates a natural environment for informal communication.
- On weekends (Saturday, Sunday) three meals a day or a packed lunch for a long excursion is offered to the student.
- Tea, coffee and fresh fruit always should be at home at no extra charge for the student.
- With the host family's consent, the student may use space in the refrigerator, the kitchen, and the kitchen equipment for storing and independent cooking.

➤ Communication:

- Communication with the student is a very important requirement to the host family.
- The host family treats the student as a full member of the family – always being friendly, patient, and ready to help in any way while the student is in Daugavpils.
- The host family communicates with the student in Russian as far as the student's knowledge allows.
- The host family may discuss with the student any topics of conversation which are of interest to the both sides, but it is not necessary to impose on each other any political views, to get involve each other in any kinds of disputes, insisting on a certain point of view. Any political, historical and cultural disagreements have to be limited to the exchange of opinions and the recognition that all of us are different so we can have different points of view.
- The host family should respect the student's personal space and not enter his/her room without permission, in his/her absence as well.
- The host family offers the student to participate in the host family's daily life, vacation, discussions, and entertainment, with the exception of extreme sports.
- Some programs strictly forbid the students participation in any kinds of extreme leisure and extreme sports. Violation of this rule can lead to serious consequences to the student and threaten the further existence of the study programs in Daugavpils in general. The host family should avoid such entertainments as hang-gliding, parachuting, diving, etc. for the sake of the student's safety.
- The host family follows rules and limitations of travel to other countries and outside the city as set by the sending organization. The individual trips outside the city out of the approved schedule may be forbidden or limited by some programs. If the student is offered a trip outside the city (at no extra charge), it is necessary to inform the school administration about the trip and to request the permission in advance. It is recommended to invite to any trip at least one more student from the same program.

➤ Practical arrangements:

- The host family accompanies the student to the school on the first day of studies or shows him/her the way to the school in advance.
- If necessary, the host family helps the student to buy a monthly travel card. The student pays for the travel card.
- The host family and the student agree about the convenient time for breakfast and dinner, and the menu.
- The host family regularly gets acquainted with the student's weekly study schedule (lessons, excursions, events) in order to plan their meals and leisure time. The approved schedule should not be broken.
- If it is provided by the training program, the host family helps the student to do their homework (usually it is a conversation on a certain topic in Russian). In this case, the conversation practice itself, the use of different terms, and expressions are more important than the semantic and ideological content of the conversation.
- The host family should not discuss the teachers or other project participants with the student. As a rule, the program is completely approved and organized in accordance with the requests and requirements by a foreign training institution.
- In case of a longtime leave and/or business trip, the host family informs the school in advance. The student should not stay alone, that's why the school reserves the right to move the student to a temporary place of residence during this period, and the payment for this period respectively is transferred to another host family or the hotel.
- If necessary, the host family helps the student to top up his/her phone account. The student pays for the top-up.
- During the last study week, the host family gets acquainted with the group departure plan where the departure time is specified.
- The host family returns the things left by the student to the school.

- The student's health issues:
 - The host family should inform the school administration about the student's sickness.
 - In case of a minor sickness with the student's consent the host family may:
 - ✓ Help the student at home offering him/her some basic medicines (for example, Aspirin...) or simply honey or tea with lemon.
 - ✓ Accompany the student to the pharmacy and help to choose and buy medicines, and explain its effect.
 - ✓ Consult the host family's GP.
 - ✓ Take the student to the GP (inform the school about it).
 - The student pays for the visit and medicine. Please note that the student's personal data should be specified on the receipt.
 - If the student does not feel like taking any medicine or seeing GP, the host family should not insist on it.
 - If the student requires a more serious medical assistance or specialist consultation, the host family contacts the school administration.
 - In case of emergency, the host family must immediately inform the school administration about it, and also call the emergency medical service if necessary.

- Payments:
 - The host family receives payment for hosting the student from the school in accordance with the terms of the signed agreement .
 - For the extra use of washing machine (twice or more times a week) the student directly pays to the host family EUR 3.
 - For working-day lunch or dinner (if pre-paid only for breakfast) on request – the student directly pays the host family EUR 5.
 - The student pays for a monthly travel card or bus/tram ticket, phone card, medical expenses himself/herself.
 - The host family may request any other payments from the student only if agreed with the school.
 - All services offered by the host family on a voluntary basis should not imply any payments from the student.
 - The host family should not cover the student's expenses, except emergencies.

The student's duties

If the student does not fulfill his/her duties – the host family informs the school administration about it immediately.

The student who is staying with a host family:

- Respects the house rules and traditions of the host family.
- Refrains from entering private rooms of the host family and using their personal things without asking for permission.
- Does not invite guests over.
- Cares for the furniture, dishes and other household goods offered for use.
- Independently keeps basic order in the room (doesn't leave dirty dishes or leftovers in the room or in the kitchen, keeps clothing and papers off the floor and rug, makes bed and so on).
- Does not smoke in the house or apartment.
- Uses electricity and water with care, realizing that the host family must pay for these based on total use.
- Checks with the family about the best time to cook or use the washing machine.
- Shows the schedule of lessons and excursions to the host family, as well as all the changes in them, departure plan and other organizational information.
- If it is provided by the training program, the student involves the host family in doing his/her homework (usually it is a conversation on a certain topic in Russian).
- If the student feels tired after school day and wants to spend time in his/her room – he/she has the right to do it. However, in other cases, communication with the host family is of the highest priority.

- Tries to use Russian in communication with the host family maximally – speak, listen, ask questions and discuss different topics (for example, culture, traditions, daily life).
- Lets the host family know in advance if he/she:
 - ✓ Prefers not to eat breakfast;
 - ✓ Won't be home for dinner at the usual time or won't be home at all for dinner;
 - ✓ Plans to arrive home later than 10:00 pm (in that case host family may do not offer hot dinner).
- Understands that being away from home any day between midnight and 5:00 am is completely forbidden.
- Whenever when paid medical assistance is required, the student covers all the expenses involved by himself/herself. If the Latvian health and medical insurance is available, all receipts and copies of documents should be submitted to the school in order to perform the insurance payment. Please note that on all documents and receipts the student's personal data should be specified.
- Keeps the key to the house or apartment and returns it to the host family before his/her departure.