



I/We designate _____ to provide accommodation for my/our son/daughter to attend Otumoetai Intermediate School as an international student, subject to the approval of the School Principal prior to enrolment.

Student's Name (as it appears on the passport):	
Student's Preferred Name:	
Designated Caregiver's Name: (please print)	
Relationship to Student: (<input type="checkbox"/> Uncle <input type="checkbox"/> Aunt <input type="checkbox"/> Grandparents <input type="checkbox"/> Close Family Friend)	
Address:	
Phone:	Mobile:

I/We understand that the school will:

- Visit the home of the designated caregiver prior to enrolment to determine that the living conditions are of an acceptable standard.
- Assess whether the designated caregiver will provide a safe physical and emotional environment for the student.
- Determine that the accommodation is not a boarding establishment (ie, does not have five or more international students staying in the home).
- If the accommodation designated by the parents is a boarding establishment, the school will follow the provisions relating to boarding establishments as set out in the Code of Practice.
- Meet with the designated caregiver/s and establish communication with the caregiver.
- Meet the student at least quarterly to ensure the accommodation is suitable.
- May require a Police vet to be undertaken if the school considers it appropriate.

Should this arrangement change I/we undertake to inform Otumoetai Intermediate School immediately.

I/We understand that Otumoetai Intermediate School will make every endeavour to ensure the safety and welfare of my/our child while studying in their school.

Otumoetai Intermediate School

Should there be a concern about the welfare of the student, the school will discuss the concern with the designated caregiver/s and parent/s of the student. Further, I/we understand that should Otumoetai Intermediate School have any concerns regarding the welfare of my/our child, the school may relocate the student in an appropriate school homestay. If necessary, the school will also refer the matter to the relevant welfare authorities or another appropriate outside agencies.

DECLARATION	
I/We confirm that the person/s nominated as the designated caregiver/s is/are a 'bona fide' relative or close family friend (proof of this relationship may be required).	
Signed:	Date:
Name:	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs
Relationship to Applicant:	
Contact Phone Number in Home Country:	
Email Address:	

Otumoetai Intermediate School has agreed to observe and be bound by the Code of Practice for Pastoral Care of International Students published by the Minister of Education. Copies of the Code are available on request from this institution or from the New Zealand Ministry of Education website at <http://www.education.govt.nz/quick-links/international-students/>.