

Host Family Registration Form

Please complete and return to us at Accent Language School, 28a Commercial Arcade, St Peter Port, GY1 1JX or email it to us at office@accent.gg

General Information

Host Name	
Home Address	
Email Address	
Mobile Number	
Home Number	



Family Details

Name	DOB	Gender	Occupation/Workplace/School	Hobbies/Interests

Do you have any pets? If so, please give details: _____

Does anyone in your household have a criminal record? Yes: ___ No: ___

Student Details

Number of students you are able to host at a time: 1: ___ 2: ___ 3: ___

11 – 18 year olds: ___ Male Students: ___ Non-Smokers: ___
Adults: ___ Female Students: ___ Smokers: ___ (inside or outside)

Can we give your email address to the student(s) so they can contact you prior to their arrival? Yes: ___ No: ___

Home Description

Please tick:

Ground floor home ___ Home with stairs ___ Flat (Ground Floor) ___ Flat (Upstairs) ___
Garden ___ Swimming Pool ___ Home with Electric ___ Home with Gas ___

Bedroom/s Available	Number of Rooms	Please note if rooms are en-suite, contain TV's, CD players etc, have internet access and if rooms are suitable for adults. Also upstairs/downstairs
Room(s) with single bed		
Room(s) with two or more single beds		
Room(s) with double beds		

Signed: _____

Date: _____



Bank Mandate Form

Please make payments into the following account:

Account Name:

Account Number:

Sort Code:

Bank Address:

Name: _____

Signed: _____

Date: _____

Host Family Requirements & Information

Please note, hosts are responsible for providing their students with breakfast and dinner each day, as well as sending students off each morning with a packed lunch.

If hosts are not able to drop off students each morning and collect each evening, it is their responsibility to ensure students are aware of the necessary bus route and their "stop".

Hosts must ensure students do not break their curfew time, which will be stated by Accent; depending on the wishes of the student's parents.

It is our responsibility to advise you of any medical conditions or allergies that your students may suffer and assist you in any way we can to care for them.

If you have any concerns or complaints at any time about a student or about hosting in general, please contact us immediately on 714909 or info@accent.gg. The phones are put on divert to a mobile phone each evening and will be carried by either Anna Lisa Detassis or another member of staff.

- We require 2 character references (from colleagues or friends)
- We require a DBS check for at least the head of each household (ideally every adult, wherever possible). If the head of the household does not have a current & valid DBS check, please get in touch with us so we can help you arrange to obtain one.
- We must strongly encourage all hosts to advise their house insurance provider that they are hosting students, to ensure they have valid cover and comply with current legislation covering paying guests.
- In homes using Gas energy, a safety certificate should be maintained and kept.
- All homes should be fitted with Carbon Monoxide alarms in any room where there is a solid fuel appliance, even if it is not usually in use.
- Smoke alarms should be fitted on at least each storey of a property, although it is safer to have an alarm in more than one room on each floor, wherever possible.
- Alarms must be maintained and tested regularly for your own safety.
- Please advise us of any changes, especially in the case of pets, so we can keep records up-to-date.

Privacy

Your data will be stored on our school administration software, of which you can request to view your record at any time. We also add your email address to our specific mailing list for host families. You also have the right to request your personal details are deleted upon deciding you would no longer wish to host for us or remain on our system.