**Written guidance to homestay students and providers**

Dear homestay students and providers,

We are delighted to have you as part of our TEFL school community. To ensure a successful homestay experience, we have put together some guidelines for both homestay students and providers. Please read through the following information carefully:

**For Homestay Students:**

* Respect your homestay provider's house rules and household routines.
* Communicate openly and honestly with your homestay provider regarding your needs and expectations.
* Participate in household chores and clean up after yourself.
* Notify your homestay provider of any special dietary requirements or allergies.
* Let your homestay provider know of any planned absences or changes in schedule.
* Be considerate of your homestay provider's privacy and personal space.
* Refrain from smoking, drinking, or using drugs on homestay provider's premises.
* Be respectful of your homestay provider's culture and beliefs.
* Notify your school and homestay provider immediately in the event of an emergency.

**For Homestay Providers:**

* Provide a clean and safe living environment for your homestay student.
* Provide clear information about your household rules and routines.
* Communicate openly and honestly with your homestay student regarding their needs and expectations.
* Provide meals in accordance with any dietary requirements or allergies.
* Inform your homestay student of any planned absences or changes in schedule.
* Respect your homestay student's privacy and personal space.
* Refrain from smoking, drinking, or using drugs on your homestay student's behalf.
* Be respectful of your homestay student's culture and beliefs.
* Notify your school and homestay student immediately in the event of an emergency.

Thank you for taking the time to read through these guidelines. We hope that you have a positive and rewarding homestay experience.

Sincerely,

[Name of TEFL school]