

HOMESTAY HOST TERMS AND CONDITIONS

HOSTING ADULT VISITORS

Essential Requirements

1. I understand the law requires me to complete a Fire Risk Assessment of my property when I accommodate paying guests. I will provide a copy of this to Homestay and Venture Breaks (HS&VB).
2. I am responsible for ensuring a Gas Safe registered engineer checks my gas appliances annually, and I will provide a copy of my Landlord / Homeowner Gas Safety Record to HS&VB every year.
3. I have one working smoke alarm on each floor of my property and I will demonstrate to the Assessor that these are in good working order. I also understand it is essential I have a carbon monoxide detector where wood or coal or similar stoves are used. I am also required by law to check that alarms and detector (if applicable) are in working order on the first day of a visitor's arrival.
4. I understand I am responsible for providing HS&VB with 2 references in order for new hosts from 2019 onwards to comply with British Council standards.
5. I am responsible for my own tax arrangements (renting out rooms comes under the "rent a room" scheme (www.hmrc.gov.uk) and notifying any relevant benefits office should I be in receipt of benefits.
6. I am aware I have a responsibility to familiarise myself and comply with the HS&VB Quality Allocation of Visitors Policy before I can host any visitors.
7. I am responsible for ensuring any vehicle used for transporting my adult visitors between home, centre and programme activities complies with UK motoring requirements, and that any driver transporting my adult visitors is qualified and safe to do so.
8. I am responsible for my own insurance and I will check that my household insurance policy covers us for hosting adult visitors, as well as for accidental breakage, damage by fire and water, and liability cover.
9. I understand HS&VB is not responsible for damage to people, property or belongings; any damage caused by an adult visitor is the responsibility of that individual. I will discuss any damage caused by the adult visitors with HS&VB as soon as possible, and understand that they will fully support the process of reparation. I understand that only in exceptional cases can something be done after the adult visitor has returned home.
10. I understand and accept that if I, or any other person in my Homestay, develops any symptoms of Covid-19 while we are hosting, we will all be required to remain in the Homestay for a period of 10 days, and / or to comply with whatever UK Government guidelines are in force at the time.

Accommodation Requirements

11. If I am accepted as an Accommodation Provider for Adults, I understand the assessor will grade my accommodation as Simple-Few Frills, Middling-Some Frills or Luxury-Lots of Frills, according to the criteria specified by HS&VB and will confirm with me the payment I will receive as a result of the grading. I accept that the rate may vary according to the contract offered.
12. My home is clean, tidy and presentable, inside and out, and I pay particular attention to cleanliness in my kitchen, bath/shower rooms and toilets. I also confirm that items involving direct contact with adult visitors will always be clean and in good repair, such as – bedding, linen, mattresses, towels, flooring, seating, crockery, cutlery, glassware, kitchen utensils and equipment.
13. Any current decorating or renovations will be completed or tidied up while I am hosting and I will keep HS&VB notified of any changes to my property.
14. I understand that I will use the bedrooms that have been assessed at the time of visiting. My rooms are of a reasonable size with adequate heating and natural light; I understand that double beds may not be used for more than one adult unless they form a couple or otherwise agreed with HS&VB.
15. My bedrooms are equipped with sufficient hanging and drawer space for the number of occupants, and good quality curtains or blinds.
16. I understand that waterproof mattress protectors are advised for all visitors; I will change the bed linen and towels once a week and adult visitors will have use of bathroom/shower daily. I agree to give my adult visitors regular access to laundry facilities by including them in my weekly wash or showing them how to use the washing and drying facilities independently.
17. Personal family belongings will be removed as much as possible and wardrobes and drawers will be emptied prior to, and during, the adult visitor's stay. I accept responsibility for any items left in the rooms.

Relationship Requirements

18. HS&VB will manage all bookings, liaising with me and confirming any agreed bookings, and HS&VB will handle all monies and will make direct payment into my nominated bank account prior to departure of my visitors. I will not take money directly from adult visitors or discuss payment with them.
19. Part of the visitor experience is inclusion in a family unit and I confirm that we will involve adult visitors in conversation and family life as much as their programme allows; we will ensure that only English is spoken in our home. We will respect their cultural differences and be sensitive to their needs. We will also explain our house rules to all adult visitors.
20. We understand that interaction with their programme is an integral part of the adult visitor's experience, and that host involvement with the 'Homestay and Venture Breaks for Adults' programme is encouraged.
21. We commit to providing balanced and appropriate meals for our adult visitors, according to the terms indicated on the Booking Confirmation. We also recognise and accept that the act of sharing our meals with our adult visitors represents an important part of their experience with us and ours with them, giving us the opportunity to exchange cultures and ideas, as well as sharing the unique qualities of Weymouth and the wider Dorset area.
22. If I have any problems or concerns with my adult visitors, I will discuss these with HS&VB who will work with me to resolve any difficulties.
23. If an adult visitor becomes ill, I will report this to HS&VB; if a doctor's appointment is necessary, I will make the appointment with my family doctor and inform HS&VB of the details. In an emergency I will use the emergency services and then inform HS&VB.
24. I confirm I will give my adult visitor a front door key for their use. I understand they are responsible for my key during their stay, and for returning it to me on their day of departure.
25. I understand that my adult visitors are required to respect the night time needs of the household with regard to coming home in the evenings.
26. I understand that the majority of individuals have their own mobile phone, and I will make the Wi-Fi code available to my adult visitors. I understand that it is my responsibility if I allow my adult visitors to use my landline, and I will take care that my visitors do not run up a bill on my account.
27. I understand that, in order to comply with British Council requirements, I may not host young learners who are 17 years old or younger at the same time as I am hosting adult visitors. I understand that HSVB must be fully aware of the circumstances in which all their visitors are placed in order to maintain regulatory standards.
28. In the event of an adult visitor cancellation, I understand that HS&VB will provide as much cancellation/postponement notice as possible and that replacement visitors will be offered if available. Compensation may be offered in the event of a last-minute cancellation dependent on the circumstances at the time of cancellation.
29. It may be that, following discussion, it is agreed between HS&VB, myself and/or the adult visitors, that alternative arrangement be made for the adult visitors. I understand that, in this situation, any payment that has been paid to me for nights where I am no longer hosting must be returned to HS&VB.
30. I will advise HS&VB of any relevant changes to my home, or the occupants of my home, that affect the details I confirm at the Home Visit or biennial Revisit.

I understand and confirm that I agree to comply with all the terms and conditions detailed above:

Name.....Signature.....Date.....