



SAIS Homestay Help Sheet

Choosing a homestay and guardian for your student may be new for your family. These suggestions may help your family find the guardian who will be the best at supporting and keeping your student on their learning journey at SAIS.

1. What should I look for when considering a homestay?

Student Wellbeing

- The student can access medical, health, and well-being attention with the support of their guardian, if needed
- Food available meets the needs of the student
- There is always an adult onsite
- Students have access to a laundry service
- The guardian has curfew and lights out times that are age appropriate

Accommodation

- Suitable toilet and washing facilities which are easily accessed from sleeping accommodation and provide privacy
- Separate toilet facilities for boys and girls unless each toilet is provided in a separate room intended for use by one student at a time
- Accommodation is lit, cooled, ventilated, cleaned, and maintained
- Accommodation is furnished for the age and needs of the student with separation of genders and age groups. Adult accommodation is separate to that of students
- Bedding is clean, regularly laundered, sufficiently warm or cool
- Student accommodation is protected from access by unauthorized persons
- Surveillance equipment (e.g., CCTV cameras) or patrolling building or grounds for security purposes does not intrude on student privacy
- Roommates are of the same age or no more than a year older or younger
- Sleeping accommodation has a lock on the inside of the door (which is accessible by a responsible adult during an emergency)
- There is secure storage for student's personal items
- The accommodation meets all health and safety requirements with risk assessments in place

Support for Study

- Students have access to an appropriate study area
- There are quiet times allocated for study with an adult who supervises study
- Wi-Fi is available and the guardian considers filters to support safe access and use

2. How do I know if a guardian is suitable for my student?

The parent/legal carer may wish to vet and confirm, through completing background checks, the suitability of a guardian to provide supervision and care for their student. Such actions are the sole responsibility of the parent.

It is advisable that a guardian is:

- Over 25 years of age
- Able to speak and write English fluently
- Has a Singapore phone number
- Has adequate time to care for and supervise the number of students they are guardian to
- Willing to get to know your student, keep them safe and care for their wellbeing
- Willing to keep in regular contact with the parent
- Able to attend meetings at school when needed
- Agrees to notify the school by 8am if a student is going to be absent from school
- Assists the student to access any necessary medical, dental, hospital or other health-related services, as required
- A person with no current or history of criminal behavior or mental illness record

3. What are safeguarding issues I should consider?

Parents may wish to consider the following:

- Female students should not be paired with a single male guardian (and vice versa)
- The guardian is permanently residing at the same address as the student. The guardian's address should reflect the address that the school has registered for the student. (This may not be the case for students living independently)
- The school and parents are to be informed at least three (3) working days in advance via email if the guardian is traveling out of the country with a definite return date. For stability in care of the student, parents may wish that the absence is brief, for example, no more than seven (7) days during the school term dates. Full details of a responsible adult acting as a temporary guardian during this absence should be shared with the school and the parent

4. How do I know if my student is ready to live in a homestay?

Part of the positive experience of living in a homestay depends on the readiness of your student.

Parents may wish to consider the following questions to help them decide:

- What is my student's attendance like? All student pass holders must maintain at least a 90% attendance record
- How is my student's academic performance? Our schools' criteria is that students are passing their classes
- Does my student have any safeguarding concerns? This can include a history of depression or self-harm, drug/alcohol misuse or other risk-taking behaviors

If you are worried about one or more of these issues, you may consider consulting with the SAIS Guardianship Team to evaluate your student's ability to self-supervise and self-discipline. Our team is here to support your student and there will be ongoing monitoring to ensure that your student is getting the best care and educational experience possible.

5. How do I notify the school about my student's guardianship?

If the student does not reside with a parent, the family must notify the school. There are 2 steps in this process.

Step 1: The Guardianship Team may arrange a 30 minute video call with the parent, student, and guardian. In this meeting, the parents, student, and guardian will share details about the living arrangements of the student, the guardian's homestay, and topics related to the safety and wellness of the student

Step 2: Guardian and parents must fill out the school Guardianship Forms to add the guardian as a contact for the student's school record