



GUIDELINES FOR DEMI PAIR

INTRODUCTION –

FIRST 3 PAGES FOR THE STUDENT TO READ AND KEEP

The Demi Pair programme is designed for students who want to work for and live with an Australian family while they follow full time language studies in Perth. The programme is only open to **female** applicants over the age of eighteen, **who have at least an Elementary knowledge of English**, to enable them to communicate with the family, she must be the holder of a working holiday visa OR student with permission to work visa

Read the following conditions carefully.

- Board and Lodgings:** is read to mean that in exchange for their [agreed] hours per week of work, students will receive full board (3 meals a day, 7 days a week) and lodging (in their own private room).
- Working Hours:** 3 hours per day, 5 days a week total of 15 hours per week. Students are not required to work during school time. Students can agree to work extra hours, whereby an allowance will be paid.
- Free time:** 1 full day off per week (usually Sunday) and a half day on Saturday, providing that the student has completed her duty hours for the week. Flexibility with hours can be negotiated with families.
- Remuneration:** There is the opportunity to earn money by working additional hours (more than the required 15 hours per week)
Babysitting/Childcare or Cleaning \$10 per hour
- Placement** The matching of students and families is the responsibility of the Demi Pair Coordinator student application details and family application details being taken in to account.
- On Arrival** *All students are required to book 4 weeks homestay on arrival before they commence the Demi Pair programme. This allows the adjustment to their new school and country and allows the Coordinator time to evaluate the capabilities of the student. The student will be placed with a family within the 4 weeks depending on the availability of the family. On arrival they will have twin room accommodation, then single room with demi family.*
- Departure** Please give Perth Demi Pair 2 weeks notice of your intended departure date from your family.

GENERAL INFORMATION

DUTIES

You will be expected to assist with the general housework and the children. Here are examples of task **that your family may require you to do** and **that you will be expected to do** – ironing, laundry, vacuuming, washing floors, dusting, cleaning toilets and bathrooms, washing up after meals, loading/unloading the dishwasher, in addition to keeping your own room clean and tidy. In the mornings you may be expected to do things such as – wake the children, help them get dressed, give them breakfast and get them ready for school, take them to school. In the evenings, duties may include – collecting the children and bringing them home from school, give them their bath and supper, get them ready for bed. In some cases, you may be expected to help cook/prepare the evening meals.

ADVICE

We encourage you to sit down with your family and discuss their house rules and expectations. Discuss any problems or questions with your homestay family so that both you and the family are clear about what your duties are, and the time you spend doing them, ask for a written schedule.

Do not wait to be asked to do things. Be considerate, and inquire if there is anything you can do to help.

Always be polite and remember to say "please" and "thank you", and always arrive home at a time acceptable to the host family.

HYGIENE

It is important to be neat and tidy- not only concerning your own personal hygiene, but also with the children. You will be expected to be awake, showered and dressed each morning before the children are up. It is important to care enough about the children to help them brush their teeth, comb their hair, pick up after them and generally teach them good grooming habits.

CONFIDENTIALITY

Please remember to keep the personal and business affairs of your host family confidential at all times. Do not discuss any grievances with your classmates. These must be referred to your family and/or counsellor at your college who will help you deal with any issues.

DRUGS AND ALCOHOL

You must never consume alcohol or be under the influence of alcohol (or other illegal drugs) when you are in charge of the children. Failure to comply with the alcohol and drug guidelines will result in your being asked to leave the homestay.

SMOKING

The majority of families require non-smokers. If you are a smoker, you must be prepared to smoke only outside the host's house.

WORK CONTRACT

Failure to work the required 15 hours per week will terminate your contract and you will be asked to leave the family.

YOU MUST give 2 WEEKS notice to the coordinator of your proposed departure date from the family



TRUSTWORTHINESS AND RESPONSIBILITY

These are of vital importance. Having children in your care requires you to be alert, level headed and use common sense so that you can assume control of different day-to-day situations.

INVITATION TO FRIENDS

You must never invite your friends for a meal or to sleep over without the permission of your family.

COMMUNICATION

Communication with the family is essential.

LENGTH OF STAY

The length of stay will depend on the length of your English Course. Families prefer a Demi Pair to join the family for 3-6 months as it takes some time to settle into a family and to become accustomed to each other.

Preparing your application: Take extra time and effort in preparing your application. Read your application forms through before beginning your responses. The best way to answer is honestly and sincerely. Don't say "Yes" to anything that you cannot do. Remember you will have to back up good intentions with deeds and performance.

Write your name on the back of all photographs submitted.

On signing the registration form, you may not change families without permission of the agency. If you do so, you will be in breach of your contract.

Perth Demi Pair accepts no responsibility or liability for any claim made by a student arising from an introduction to a family.

VISA – student with permission to work visa

Visa with permission to work cannot be obtained from Immigration until studies have commenced, your education provider must complete part of this form.

The cost to Immigration for this Visa is A\$55

Please apply to DIMIA for this visa, use application form number 157P
You must have this BEFORE placement with a family.

PLACEMENT FEE A\$370.00
(including airport transfer)

STUDENT APPLICATION FORM

Passport
Photo please

Please complete ALL in BLOCK CAPITALS IN BLACK INK

NAME: _____ DATE OF BIRTH: _____

ADDRESS: _____

TELEPHONE: _____ mobile _____ email _____

NAME SCHOOL YOU WILL ATTEND _____ visa type _____

LENGTH OF STAY WITH DEMI AU-PAIR FAMILY : _____ weeks _____

RELIGION: _____ graduation date _____

DIETARY PREFERENCES: _____

PASSPORT NUMBER: _____

NATIONALITY: _____

FATHER _____ MOTHER _____

(FULL ADDRESS): _____

_____ email _____

TELEPHONE : _____ fax _____ mobile _____

Indicate your preference : 2 parent family _____ single mother _____ single father _____

WOULD YOU BE HAPPY TO LIVE IN A HOUSE WITH PETS? _____

HAVE YOU TRAVELLED OVERSEAS BEFORE? IF YES, PLEASE GIVE DETAILS _____

DO YOU HAVE AN INTERNATIONAL DRIVER'S LICENCE? _____

WHAT DATE DOES IT EXPIRE? _____

DO YOU SMOKE? [] No

[] Yes * Please note that you will be required to
smoke outside.

DO YOU UNDERSTAND THAT IF YOU SMOKE AGAINST YOUR HOST'S WISHES, THEY ARE
COMPLETELY WITHIN THEIR RIGHTS TO ASK YOU TO LEAVE? _____ (initial)



By completing and signing this form you are stating that you understand that in your position as Demi Pair you will be asked to do and be responsible for any of the following tasks: preparation of meals, clearing up after meals, laundry, ironing, dusting, vacuuming, general household cleaning for the family and children, as well as babysitting, bathing the children, playing with them and their general supervision.

YOU WILL BE ASSISTANT TO THE MOTHER AND DO THE SAME JOBS SHE HAS TO DO.

PLEASE INDICATE WHICH DUTIES YOU ARE CAPABLE OF UNDERTAKING [tick]

CLEANING BATHROOMS _____	KITCHEN _____
DUSTING _____	VACUUMING _____
WASHING _____	IRONING _____
LIGHT COOKING _____	BABY COOKING _____
BABY SITTING _____	CHILDMINDING _____
DOG WALKING _____	MAKING BEDS _____

WHAT AGE CHILDREN DO YOU HAVE EXPERIENCE WITH? _____

PLEASE INDICATE WHAT KIND OF EXPERIENCES YOU HAVE HAD WITH CHILDREN

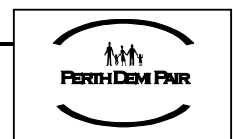
PLEASE GIVE ANY OTHER INFORMATION THAT YOU THINK MAY BE USEFUL

ATTACH ANY REFERENCES

WHAT IS YOUR USUAL OCCUPATION _____

WHAT ARE YOU STUDYING (in your country) _____

WHAT ARE YOUR INTERESTS AND HOBBIES _____



Declaration to be signed by all applicants (Please check all your answers before signing).

I, THE UNDERSIGNED, CONFIRM THAT ALL THE INFORMATION HEREIN IS A TRUE AND ACCURATE ACCOUNT OF MY DETAILS AND THAT IF THERE ARE ANY CHANGES TO MY SITUATION, I WILL NOTIFY PERTH DEMI PAIR IMMEDIATELY. I UNDERSTAND THAT FARES, HEALTH & TRAVEL INSURANCE AND TRAVEL TO AND FROM MY HOME COUNTRY ARE MY RESPONSIBILITY. IT IS FURTHER UNDERSTOOD THAT I MAY NOT CHANGE FAMILIES WITHOUT THE PERMISSION OF MY AGENT/COLLEGE IN PERTH.

I understand that the school and their agents reserve the right to refuse a Demi Pair student with no explanation given.

Perth Demi Pair and the school accepts no responsibility or liability made by a student for any claims arising from an introduction to a family.

I have read and accept all the rules as set out in this contract

SIGNED: _____

DATED: _____

PRINT NAME _____

Please enclose : references,
 a passport photo,
 police clearance

Also certificates: childcare, first aid, swimming- lifesaving certificate

Post to : Perth Demi Pair
 9 Glenn Place
 DUNCRAIG 6023
 Western Australia

Alternative : email info PerthDemiPair@bigpond.com
 or fax these forms 61 8 944 77278

