



## HOST FAMILY SELECTION AND FOLLOW-UP

### 1. Selection Criteria

Our Host Families are selected with great care and all of them satisfy our strictly defined selection criteria :

- **Hospitality and moral values** : it is important to make sure that the Host Family has the sense of welcome and the taste for cultural and human exchanges. We also make sure that the family members have a blank 'extrait de casier judiciaire' (police report, ie no criminal record) and that they will be available for the students during their stay while respecting their privacy.

- **High-quality accommodation** : the accommodation has to be comfortable, friendly and with impeccable hygiene and all the necessary facilities (bed, storage space, desk). The students have access to the shower-room, the toilet and common living areas.

- **Location and access** : all our host families are located near the school, in a safe area with easy access (on foot or public transport – maximum 40 minutes from school)

### 2. Selection Process

All our Host Families are selected through a reliable and rigorous process:

1. Initial contact
2. Pre selection
3. Appointment made for first visit
4. Meeting with the family + visit of the accommodation
5. Completion of the family's profile
6. Welcoming of the family's first students.

### 3. Student Placement

The placement of our students in their Host Family is defined through an individual and personalised process. Indeed, our accommodation officer considers each profile to make sure that the Host Family will suit the student as far as possible.



1. Booking
2. Analysis of the student's personal details and profile
3. Search for a host family
4. Selection of a host family
5. Mailing of the host family's profile to the student
6. Mailing of the student's profile to the host family

#### **4. Follow-up and Quality Control**

We make sure that all our Host Families always respect our internal host family charter. Host families are visited by our accommodation officer, and regular feedback from students enables us to maintain a high quality service and a continuous re-evaluation of the families. In order to update the Host Families' profiles, we always keep in touch by telephone, email or face-to-face meetings.

We also organize periodic meetings with all our Host Families to remind them of our internal charter as well as their duties and responsibilities.

Available and always ready to listen to any needs, our accommodation officer is there to make sure that everything is going well during the stay.