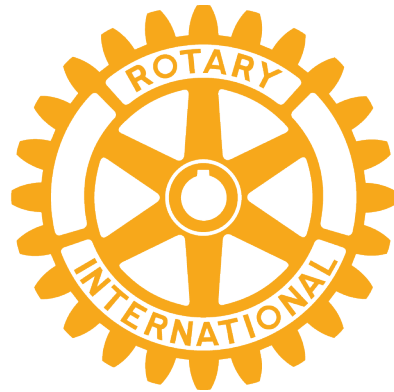


Rotary



ROTARY DISTRICT 7080

YOUTH EXCHANGE

**HOST FAMILY
HANDBOOK**

Introduction

Congratulations!

You are about to become a new parent. It's probably not for the first time, but this new child will already be a teenager upon arrival, may not speak English fluently, and will certainly have cultural traits that are different from yours.

By agreeing to be a host family for a Rotary Youth Exchange student, you have agreed to assume parental responsibility for this young ambassador, to provide shelter and sustenance, guidance and counsel, and love and support to the child of strangers who may live thousands of miles from you.

We do not ask you to do this all on your own. Rotarians in your local community as well as those who serve on the Rotary District Youth Exchange Committee will do everything possible to make this exchange a success for both the Student and the Host Family.

We meet with and provide orientation training to the exchange students upon their arrival. And we will, throughout the exchange period, be in contact with both you and your exchange student to answer questions, address concerns, and resolve problems.

All too soon, it will be time for your student to move on to the next host family or return home at the end of the exchange year. Many of the host parents who preceded you do not say "goodbye" when that time comes, but instead say "farewell, until we meet again", with the full intention that this new member of the family will indeed be met again. We hope you experience those feelings. We will do all we can to have that happen.

This Information document provides much of the information you might need to have a successful Host Family experience; please refer to it often.

Welcome To Rotary

If you are already a member of a Rotary Club, then you are likely familiar with what Rotary is all about. If you are not (yet?) a member, then during the course of hosting your new son or daughter, you will learn much about your local Rotary Club and about the good things that Rotary does around your community and around the world. There are many articles and videos available on the internet that can answer any questions you might have about Rotary, and your local Club is always ready to address queries from anyone, so please feel free to ask any member anything at any time.

You can learn much about Rotary by starting at the Rotary International website at www.rotary.org. Another good resource is the District 7080 website at www.rotary7080.org

Welcome to Rotary Youth Exchange

Youth programs have continued over the years to be a major focus for Rotary overall. Obviously, the Youth Exchange program is a key area in which we engage with the youth of today, who truly are the leaders of tomorrow. Our Rotary District does much in this focus area, being involved with such programs as:

- Rotary Youth Exchange
- Interact – clubs within area high schools, offering students ways to work together to benefit their communities.
- Rotaract – clubs for young adults (18 to 30 years of age), set up much the same way as Rotary Clubs, but aimed at the needs of its membership for leadership training.
- RYLA (Rotary Youth Leadership Awards) – a week long camp once a year for young adults (18 to 30 years of age) for leadership training.
- Camp Enterprise – a 4 day business-oriented camp for high school students.
- High school scholarships
- Adventure in Citizenship – a 4 day trip to Ottawa to learn about Canadian government.
- Many other events and programs sponsored by Rotary Clubs.

The Rotary Youth Exchange program has been in existence since 1927, and since then thousands and thousands of students have had the experience of a lifetime. Each year now, approximately 8,000 students participate in the program in over 80 countries. We are thrilled to add your family and your new exchange student to the Rotary Family of Youth Exchange!

Terms & Abbreviations

Like most organizations it seems, Rotary and the Rotary Youth Exchange Program have several unique terms and abbreviations that we use:

Inbound Student: a Youth Exchange student from another country who is now living in our District – this would be the student you are hosting.

Outbound Student: a Youth Exchange student who is from our District and either soon to be on their way to another country or is already there.

Rebound Student: a Youth Exchange student who has completed their exchange year and now is back home.

Host District: the Rotary District that receives a student from another country; in our case, District 7080 is the Host District to several Inbound Students each year.

Host Club: The individual Rotary Club who hosts and is responsible for looking after an Inbound Student.

Youth Exchange Officer (YEO): a Rotarian from within the host club who is responsible for the Youth Exchange program within the club.

Rotary Counselor: a Rotarian (or Rotarian spouse) who is assigned to be the advocate and main contact for the Inbound Student, and acts as the liaison between the student, the host club, the host family, the school, and the community.

District Youth Exchange Committee: a group of Rotarians from various clubs within the District who administer the program.

District Youth Exchange Chair: the Rotarian who is in charge of the program within the District.

District Youth Exchange Vice Chair: a member of the District YE Committee who is familiar with the country and part of the world your student is from. This person is your first point of contact beyond the local Rotary Club YEO/Counselor.

Host Family: that's YOU!

How The Rotary Youth Exchange Program Works

At our District 7080 level, a Youth Exchange Committee has been formed with members from various Rotary Clubs within the District, and it is this Committee who administers the program overall.

All the Rotary Clubs in District 7080 are invited and encouraged to participate in the Youth Exchange program each year. Historically, approximately 30% to 50% of the 50 clubs in the District choose to participate in any given year.

Each Rotary Club solicits student applications from within their community and then ultimately chooses a candidate, who will go through several months of training and orientation before heading out on their exchange.

Once the number of student candidates for the following year is known, the District YE Committee arranges exchanges with partner Districts around the world. Generally speaking, our Committee has a sound working relationship with each one of our exchange partners. Should issues develop with either our Inbound or Outbound students, we feel comfortable discussing matters with our partners.

Once all our partners are known, students are assigned to participating Rotary Clubs, who begin communicating with the soon-to-arrive students. The Club assigns to each student a Counselor, who acts as the advocate and main contact for the Inbound Student, and acts as the liaison between the student, the host club, the host family, the school, and the community.

What really makes the whole program go are the Host Families. These are the people allowing the students into their homes and showing them what Canadian culture is all about.

What is expected of a host family?

Hosting a student can be an extremely rewarding experience for everyone in the family, yet it is a role that requires a lot of responsibility.

Firstly, let's dispel a couple of common misconceptions about being a host family:

- Host Families need NOT be Rotarians: anyone from within the local community who has a desire to host a student may do so, with the approval of the local Rotary Club.
- Host Families do NOT have to be couples with same age children in the household. Host parents may be newly married young couples, older couples who are empty nesters, or single parent families. If a host family has children in the household, they can be older or younger than the exchange student.

Host families are required to have a current, valid Police Check in place. This applies to everyone in the household over the age of 18. If you have this through another organization, please provide your

Rotary Club with a copy. If a Police Check is needed, your Rotary Club can help and there will be no cost to you.

Ideas to consider:

- Before the student arrives establish communication with the student.
- Understand the program rules the student must follow.
- Know how to contact key Rotarians involved in Youth Exchange in case of an emergency.
- During the exchange provide a safe and welcoming environment for trust and friendship to develop between the student and your family.
- Support and make the student feel like a part of the family, with the same privileges and obligations.
- Gently encourage the student to learn and adopt most of the ways of your household.
- Provide room and board for the student. All students must have their own bed. If the student must share a room, it must be with a child of the same gender and similar age.
- Provide a place in the home where the student may study in private.
- Recognize the student's birthday and other special occasions.
- Ensure the student knows how to contact family members, friends, and other support networks.
- In case of an emergency, know how to access and use the student's travel insurance policy.
- Voice any concerns and questions regarding the student to the Rotarian host counselor, including serious homesickness, difficulty adapting to family life or school, or illness.
- Maintain close contact with the host club and address problems and concerns quickly.
- Exercise supervisory and parental responsibility to ensure the student's well being.
- Encourage involvement in community life by introducing the student to neighbors, friends, and local groups.
- Teach the student about the local culture and learn about the student's culture.
- Advise the student about matters related to school, family, community functions, and friendship. What's in it for your family?
- A great way to expose your family to another culture. It's amazing what you learn from having someone from a different country stay with you.
- Assist someone learning your language and customs and see your own town and country through their eyes!
- Often you will build up a friendship with the student you're hosting that will last a lifetime... A place to visit when on holidays!

Host Families With Children

As stated, host families are not required to have children in the household at the time of hosting a student, but oftentimes this does occur. A few comments if your family includes children living in the home at the same time as an exchange student:

Be sure to treat the exchange student the same as your own children; do not give any special treatment to the student, because if you do, your own children will see this and then start to resent the 'intruder' in their lives.

Treat everyone equally, as the exchange student is neither a guest nor a servant in your home.

Many times, your children will form strong bonds with the exchange student and may end up being friends for life; this is wonderful when it happens, but obviously cannot be forced. You cannot 'make' your children like the exchange student.

Sibling rivalry can occur between your children and the exchange student, so always be on the lookout for any problems.

What The Student Expects Of A Host Family

Just as your family may have some expectations of the student, the converse is true also:

- To provide room and board for the duration of the stay.
- To provide guidance regarding school, friends, and the community.
- To provide a helping hand, a shoulder to cry on, or a listening ear when needed.
- To act as any parent would, giving discipline where needed and praise when earned.
- To be treated in the same way as any other family member.

Getting To Know Your Student

Your student will be with you in your home for from two to four months, and naturally you will get to know each other very well over that time. Each host family has a unique experience with the exchange student, just as each family has a unique experience with its' own natural children. It is impossible to describe accurately how your experience will be, but we all hope it will be a fun and rewarding experience for all.

If you are the first host family, you may have communicated with the student prior to arrival in Canada.

Once the student arrives in your home, it is helpful to outline guidelines as soon as possible. Rotary has developed a list of questions that we call “The First Night Questions”, which the student should discuss with each family. These might seem overly ‘simple’ – but most misunderstandings between students and families arise over simple expectations that have not been discussed. Good communication is essential for a successful exchange.

1. What do I call you?
2. What am I expected to do daily, other than make my bed, always keep my room tidy, and clean the bathroom every time I use it?
3. What is the procedure for dirty clothes?
4. Where do I keep clothes until wash day?
5. Should I wash my own clothes and underclothes?
6. Should I iron my own clothes?
7. May I use the iron, washing machine, sewing machine at any time?
8. When is a convenient time for me to use the shower/bath (a.m. or p.m.)?
9. Where may I keep my toiletries?
10. May I use the family’s bathroom toiletries (toothpaste, soap, etc.) or am I responsible for purchasing my own?
11. What time will meals be served?
12. What can I do to assist at mealtimes (help prepare meals, set the table, wash dishes, empty garbage)?
13. May I help myself to food and drink any time or should I ask first?
14. What areas of the house are strictly private (parent’s bedroom, study/office)?
15. May I put pictures or posters in my room?
16. May I rearrange my bedroom?
17. Where can I store my suitcases?
18. What time must I get up (on weekdays, on weekends)?
19. What time must I go to bed (on school nights, on weekends)?
20. What are the rules for going out at night and at what time must I be home? Can exceptions be made if I ask in advance?
21. May I have friends spend the night or visit during the day?
22. What are the rules about me using the telephone (if there is a family landline)? Must I ask first?
23. May my friends call me?
24. May I call my friends?
25. May I make long-distance calls?
26. How do you want me to keep track of the costs of my telephone calls?
27. What is the procedure for mailing letters? What address do I use for my incoming mail?

28. Do you have any dislikes, such as chewing gum, wearing a hat or curlers at the table, loud rock music?
29. Do my host brothers and sisters (if any) have any dislikes?
30. What are the dates of your birthdays?
31. What are the transportation arrangements (car, bus, bike, walking, etc.)?
32. May I use the stereo, TV, computer, etc. at any time? What are the rules for computer and internet use?
33. What are the rules about attending religious services?
34. Would you like me to phone home if I will be more than 30 minutes late?
35. When we go out as a family, should I pay for my own entrance fee, meals, etc.?
36. What arrangements should I make for school lunch? Does the Rotary club pay for my lunch?
37. What else can I do around the house (yard work, help clean, babysit)?
38. Is there anything else you would like me to know?

How Many Host Families Does Each Student Have?

Most host clubs will have two to four families planned for a student's stay. Our Club endeavors to have three host families minimum (four is preferred) throughout the year.

There are 3 reasons for this:

1. To give your student an opportunity to experience several different family lifestyles
2. To give more than one family the opportunity to know our students
3. To spread the cost of support. Host families tend to have more financial ability to give students extra opportunities, when the stay is shorter.

If you have developed a good bond, it is sometimes difficult to let your student go to another family. Your student may feel the same way. While you need to be sensitive to your student's feelings, we ask you to be supportive of the program's goals. Your behavior can make the separation more or less traumatic. Once a student moves to another home, he/she needs time to adapt and get to know the next host family.

After a period of adjustment, it is OK to invite your student back to visit. Keep in mind that the next family may have activities planned, and they may have different 'norms' in their home. Remember you have already had your time with the student. After a move it's someone else's turn to be a host parent.

Examples of Host Family & Student Experiences (assuming three host families):

Host Family #1

- Student's first contact with new country
- Student is frightened at first and may be distant
- Language barriers exist
- You begin teaching 'cultural norms'
- Encourage your student to get out and try new things – join activities and clubs
- Establish boundaries to help with adjustment – especially those that affect culture shock
- You are their 'Island' in this strange new land
- Some students attach very tightly and may have difficulty letting go – you have been adopted!
- Thanksgiving is spent with your family
- Yours is the best of all experiences with the student!

Host Family #2

- Language has improved and student can communicate fairly well
- Descriptive language develops – emotions and humor.
- Has made some friends and should be involved in school activities
- More comfortable with school rules and cultural norms
- Early on, student may be suffering culture shock. This is an important transition time.
- Encourage your student to experience some outdoor winter activities– it's new and unusual stuff!
- Before your student moves, he/she has embraced our culture
- You get Christmas and New Year's – memories that will never be forgotten
- Your home is where the student got comfortable
- Yours is the best of all experiences with the student!

Host Family #3

- You have a typical Canadian teen on your hands
- Friends and activities are 'typical' of our culture.
- Student is having a lot of FUN – very busy socially.
- Weeks pass by quickly – too quickly – Student is in a hurry to experience everything
- Prom! Graduation! End-of-year trip!
- Packing to go home. Tearful goodbyes.
- Student has difficulty letting go. You are his/her family.
- Promises to come back and visit
- Yours is the best of all experiences with the student!

Health & Medical

Insurance

All Rotary Youth Exchange students are required to have adequate health and accident insurance for the duration of their exchange. This is typically arranged prior to traveling to the new host country.

Once your student arrives in your home, please ensure that he/she has the insurance documents required, and we would recommend that you make and keep a copy of these documents.

Students should carry, at all times, a health card and/or proof of insurance, so please make sure that the student carries this proof with them always.

Medical Attention

If there is a need for medical attention, please take the student to your family doctor or a clinic, or the hospital in case of emergency.

There are certain limitations and deductibles with all insurance policies. Students are responsible for any and all medical fees not covered by the insurance.

Medical Records

The student's Application Form contains a copy of a medical and dental examination which would have occurred prior to the exchange year. Generally, this will list such things as medications being taken.

Some students arrive with prescription drugs, some arrive with a variety of 'over the counter' medications from their home country, and some arrive with physician orders for medications that need to be filled during the year or eyeglass prescriptions for 'back up' if their glasses or contact lenses are damaged or lost during the year. If your student fits into any of these categories, your Rotary Club Counselor should already be aware of any medical needs and should inform you about these when your student arrives in your home.

Vaccinations/Immunizations

Most countries require students to carry proof of vaccination record with any essential papers. Your student should have all required vaccinations completed.

During the course of the year, the local high school health department may request an additional vaccination. If this should occur for your student, please co-ordinate this with your Rotary Club Counselor.

Emergencies

In the event a medical or accident emergency occurs, the first priority of course is to provide safe care as quickly as possible, whether this requires an ambulance or a visit to the Emergency Department of the nearest hospital. Then, as quickly as possible, please contact your Rotary Club Counselor and District Vice Chair, who will then contact the students' home country District and natural parents.

Harassment Policy

District 7080 and Rotary International take seriously our role to protect students from harassment or abuse. With Rotary, you can be assured that there is help nearby no matter where you happen to be. We have established an international guideline for Protection of Students from Harassment or Abuse.

Students are provided with training on our protocols and procedures, in the event they experience harassment or abuse during their exchange experience.

While Harassment and Abuse are very serious issues, you also need to be sensitive to the fact that there is a potential for misunderstandings in cross-cultural situations. What might be acceptable conduct in one country may be offensive in another. Customs, gestures, and manners all differ greatly among the many cultures represented in our inbound youth exchange class, and even between the American and Canadian cultures. Communication is important in resolving problems before they get out of hand. However, when a problem reaches the level of 'harassment,' then it is time to take action.

Statement of Conduct for Working With Youth

District 7080 Youth Exchange is committed to creating and maintaining the safest possible environment for all participants in Rotary activities. It is the duty of all Rotarians, Rotarians' spouses, partners, host families and any other volunteers to safeguard to the best of their ability, the welfare of and to prevent the physical, sexual or emotional abuse of children and young people with whom they come into contact.

Please report any instance of abuse or harassment that your student may encounter immediately to your Rotary Club Counselor and/or District Vice Chair. They will guide you as what the next step would be.

When addressing an allegation of abuse or harassment, the most important concern is the safety of the students. You should not speculate, make editorial comments, or offer personal opinions that could potentially hinder any police or criminal investigations. You are cautioned about speculating or commenting on the matter during the investigations. Do not comment about alleged victims in support of alleged abusers, OR against an alleged abuser.

School

A key component of the Rotary Youth Exchange Program is school. In many ways, our Program can be thought of as a 'scholarship' as the exchange students are given the opportunity to live in a different country and culture and study at a local high school where they are.

All students travel on a Student Visa, and so it is important that they attend school faithfully for the entire academic school year.

For some Inbound students, sometimes school work is not important, as the grades obtained here in Ontario will not count towards their academic record in their home country. In addition, language difficulties, particularly at the beginning of the exchange year, can be very difficult for the student. However, it is important that the student attends school regularly, and puts forth an honest effort towards the school work, regardless of whether or not it counts back home, or whether good grades are obtained.

Schools and school boards are important to the Rotary Youth Exchange program, and we do not want to jeopardize those relationships with students who clearly don't care about school and are seen as being here more for a vacation than anything else.

We tell our Inbound students to put forth an honest effort in school for these basic reasons:

- The presence of the student in Canada is based on having a student visa; so if the student does not attend or participate in school, the visa is technically violated.
- If no effort is put forth in school, teachers and other students will of course notice and then form perceptions of the Rotary program, such as: the exchange student is just here to party, students from (home country) are all lazy, Rotary does not send the best students, and worst

of all, they will not want to have any more Rotary exchange students in their school in the future.

- If the student is planning on further education, such as completing high school in their home country, or continuing on to post-secondary institutions, it is advisable that they maintain their study habits whilst on exchange, or they will fall woefully behind in school when they return home.

Recognize that high school life in North America is very different from elsewhere in the world. In addition to academics, much of students social and recreational life here is centred around high school. Elsewhere, schools focus only on academics, and any outside activities (sports, music, hobbies, etc) are based in the local community, and not the school. Consequently, the sooner the student becomes engaged in activities within the school, the better their experience can be. Please encourage your student to seek out, and then sign up for, various clubs and activities within the school.

Note that participation in school includes taking all tests and exams that other students in each class have, and completing all assigned homework. Again, language can be obstacle early in the exchange year, but that should not prevent the student from giving an honest effort.

If you, as a host family, wish to take the student out of school for family or other reasons, please be sure to first inform the school and your Rotary Club of such an instance. Additional approvals may also be required per the District Travel Guidelines.

Travel

As stated elsewhere, the Rotary Youth Exchange program is intended to be a cultural experience for the student and NOT a vacation. We hope that all home Districts of our all of our Inbound students instruct their students to not expect to travel all over Ontario, Canada, and North America during their exchange year. Any travel that does occur is a privilege, not a right. A host family or Rotary Club member may well invite a student to travel with them on weekend or vacation trips, and that is a bonus for the student. However, not every host family has plans to travel or has the ability to pay for travel.

Host Family Travel

If you wish to invite your student along for a family weekend or vacation, please inform the student of any financial obligations. If you cannot afford to pay for the student, let the student know; sometimes students have the financial resources to pay their own way, and sometimes they don't.

If you are planning to travel, and the student will not accompany you, please do not leave the student home alone while you are away (even overnight). Contact your Rotary Club Counselor, who will be able to arrange temporary housing for the student while you are away.

Note that if you planning on taking the student for a trip across the border (for example into the United States), there any be special visa requirements in addition to what the student already has. Some research in advance of the trip is recommended.

Student Travel

Students are not permitted to travel outside of the Rotary District except when being taken by a Rotarian, a Host Family, or an adult person pre-approved by your Rotary Club.

District 7080 has strict Travel Guidelines, which are included here, and show the required permissions required for travel overnight and outside the District.

We acknowledge that students who reside close to the City of Toronto, which is technically outside of our District, oftentimes wish to visit there. So, for the purposes of our Travel Guidelines, we include the Toronto GTA as part of the District boundaries.

Trips organized through school and approved by the Rotary Club and host family are permissible.

Travel in connection with any Rotary events arranged or endorsed by District 7080 is permissible (and sometimes expected).

Depending on the community in which you live, please exercise common sense in instructing your Student on safe practices: for example:

1. If Students should not travel outside of their residence alone.
2. Students are not permitted to take 'road trips' with peers.
3. Students should not hitchhike at any time.
4. Locations in your community that should be avoided.

Rotary District 7080
Travel & Approval Rules for Inbound Youth Exchange Students

Nature of Activity	Natural Parents' approval required?	Host Parents' approval required?	Club RYE YEO/Counselor approval required?	District RYE Chair or Vice Chair written approval required?	Acknowledgment of trip hosts required?
RYE or Rotary Planned trip	No	Yes	Yes	No	No
Day travel within three hours away from host-family home.	No	Yes	No	No	No
Day travel over three hours away from host-family home.	No	Yes	Yes	No	No
Overnight stay and travel over three hours away from host-family home.	Yes	Yes	Yes	Yes	Yes
Overnight, more than 3 nights	Yes	Yes	Yes	Yes	Yes
Overnight, more than 5	No	Yes	Yes	Yes	Yes

inbound students					
Parties and/or group activities or outings of more than 5 inbound students	No	Yes	Yes	Yes	Yes

General rule

1. No student shall undertake any day travel without the approval of the host parents.
2. No student shall stay overnight anywhere other than with his or her host parents without the approval of the host parents.

Specific rule

1. No student shall undertake any travel outside Ontario or in Ontario north and west of Sudbury, without the written approval of the District 7080 Youth Exchange Chair or Deputy Chair, whose approval shall be with the support, and to the satisfaction, of the host parents and host club chair. Acknowledgment by the trip host that he/she will be hosting the student for the period in question must be obtained. The written consent of the student’s natural parents must be obtained.
2. No student shall undertake any travel in excess of 3 nights away without the approval of the District 7080 Youth Exchange Chair or Deputy Chair, whose approval shall be with the support, and to the satisfaction, of the host parents and host club chair. Acknowledgment by the trip host that he/she will be hosting the student for the period in question must be obtained. The written consent of the student’s natural parents must be obtained.

Transportation With Peers

Although Exchange Students are not permitted to drive vehicles, they will often have friends in the high school who do, and may offer rides on occasion to your student. In the general sense, we discourage our Exchange Students from riding in a vehicle driven by a high school aged person. We recognize that on occasion, especially in outlying areas where public transportation is not available, it is necessary for a student to be driven by a peer. We ask the Host Family to be aware of these situations and to use their best judgement in allowing the student to ride with a peer. If you know

and are comfortable with a prospective driver, then it will be acceptable to let the student ride with that peer.

Visits From Home

Oftentimes, the parents of our students want to take the opportunity to travel to Canada to visit their son or daughter. While this can happen, there are some guidelines to follow.

Firstly, only immediate family members (father, mother, siblings) may visit a student whilst he or she is on exchange. No friends are allowed to visit.

The natural parents must first get approval for a visit from the home Rotary District and our District. Visits are generally only acceptable if they occur in the last quarter of the exchange. Visits any time before that are typically disruptive to the student and cause homesickness and so are discouraged.

You may hear of a potential visit well before our District Committee hears anything, so please either mention it to your Rotary Club contact or have the student do so.

Visits might occur while school is still going on, and we expect our students to work around the visit so that little, if any, school time is missed. We do not want family to arrive and take the student away for a weeks' holiday or tour.

Please know there is no obligation on the part of the host family to host the family members while they are in the area. If you wish to do so, and have the room, that is perfectly acceptable, but not expected.

We would hope that if family members visit, they will be able to attend a Rotary Club meeting also.

In general, students are told that visits during the exchange year are discouraged, but that it would be wonderful if they could return with their parents a year or two later, to visit host families and friends again.

Student Attendance At Rotary Meetings

Students are generally invited to attend Rotary meetings with the host Rotary Club of Bolton, which are held every Monday evening at 6:30 pm. They should attend as many meetings as possible during the year, as they are considered to be part of the Club while here on exchange.

If there are conflicts with school and family activities, please coordinate with your Club Counselor to determine a reasonable schedule.

If the host father and/or mother is a member of the Rotary club, the student can be brought easily to meetings. If the host father and/or mother is not a member of the Rotary club, the student can coordinate with the Counselor and other Rotarians to obtain transportation to and from each meeting.

Note that Host parents are always welcome to attend Rotary Club meetings.

There may be other Rotary Club events throughout the year that the student is expected to participate in. As young ambassadors, students become an important part of these events and activities also.

Student Attendance At District Meetings

During the year, there are several day and weekend events when students are required to attend. These are pre-planned well in advance and attendance is mandatory. This may on occasion mean a missed day or two from school, but may also mean missing a host family outing or event. It is impossible to schedule our District events that align perfectly with every students' personal needs, so it is important to note that these events take precedence over everything else.

The student and each Host Family will be provided with a planning calendar of District events, so that families can plan accordingly.

The Rotary 'Uniform' – The Youth Exchange Blazer

The Rotary Blazer will identify your Exchange Student and draw attention in a positive way. It is always suitable when the occasion calls for "dressing up". It is always needed when attending Rotary events, and appropriate for your student to wear at all Rotary meetings. You will notice the number of pins and ribbons multiply on the blazer during the year. That is the practice of 'pin trading' – which is worldwide among Rotary Youth Exchange Students. It becomes an important symbol of their year of study abroad.

Student Presentations / Speaking Engagements

Our Rotary club and some high schools will invite exchange students as a guest speaker to events. The Bolton Rotary Club typically requires the student to do two presentations during the year; one near the beginning of the year to tell everyone about themselves, their family and home country, and then one near the end of year to tell about their exchange year and experience. All host families are invited as guests of the Rotary Club to attend these meetings.

Exchange students typically arrive with a fully-prepared 15-minute (minimum) talk that they have written and practiced themselves. Some bring a powerpoint presentation or slides or photos. They might be nervous. You may consider asking them to practice their talk at home with you – where they likely will feel more comfortable.

Student Finances

Host families are expected to provide room and board for the student, but all other expenses are typically the responsibility of the student.

The student is provided a monthly allowance of \$125 by the Bolton Rotary Club, and this can be used by the student for whatever he or she chooses, but is typically intended to cover monthly incidental expenses, such as some school lunches, coffee with friends, going to a movie, etc.

Students should not expect host families to pay for anything. If you wish to buy something for the student, that is perfectly acceptable, but at your discretion. But, for example, if you are going to a movie with the family and would typically pay for the other children in the family, it would be expected that you would do so for the student also.

Upon arrival, the student gives the Rotary Club a bond in the amount of \$500, which is held in trust until needed or (hopefully) the end of the exchange year. This money is available for any emergency cost that may arise, such as: medical or dental fees payable immediately, or perhaps an extraordinary cable or telephone bill that the student has run up while in your home. Obviously, this money is not available to the student to purchase gifts or clothing, for example. Please discuss any extraordinary finances with your Rotary Club Counselor.

Our Inbound students come from many different family and financial backgrounds. Some seem to have a seemingly bottomless bank account of their own (or their parents), while others do not have much money at all and rely on the generosity of the Rotary Club and host parents. But, again, it is up to your discretion as to what financial support, if any, to give your student.

The Rotary Club of Bolton will also cover any expenses for school activities, such as sport and other activity fees. If these are presented to you, please coordinate with your Counselor.

Note that students are not allowed to work while on exchange, as they have only a student visa. It is acceptable, however, for a student to receive some compensation for such things as babysitting for a neighbour, doing some lawn work for a friend, and such jobs.

If you are planning a trip or other event, and expect the student to pay his or her own way, please be sure to communicate this early on, so that the student can make an appropriate decision on participation.

Rules & Expectations – What The Students Are Told

Our Inbound students have typically been through one or more Orientation sessions in their home country prior to traveling to Canada. Then, early in their exchange year here in Ontario, typically in mid-September, they all attend an Orientation session organized by the District Youth Exchange Committee. In all of these sessions, the students are informed about all the Rotary Rules & Expectations of the Youth Exchange Program.

The “D’s”

Everyone associated with the Rotary Youth Exchange program has heard of the “4 D’s” – the primary “do not do” rules. Our District has added to that number:

No Driving: students are not allowed to drive any vehicle while on exchange. This includes all recreational vehicles that require a license: boats, snowmobiles, and all-terrain vehicles. Should an accident occur while the student is driving, their insurance will not cover any medical expenses, so it is prudent to simply not tempt fate.

No Drinking: all Youth Exchange students are under the age of 19 while in Ontario and so are legally not allowed to consume alcohol. Consequently, we strongly suggest they do not consume in any public setting where they will be noticed. Should you wish to offer a drink to your student in the privacy of your home, that is acceptable in moderation.

No Drugs: possession and/or consumption of any illegal drugs will be grounds for immediate termination of the exchange and the student will be sent home.

No Dating: while it is fine for students to go out with a group or just a single friend to a movie or other outing, we discourage the student from forming an exclusive relationship with a girl- or boy-friend. Long experience has shown that students who devote all their time and energy to an exclusive relationship miss out on so many of the other opportunities that the exchange will present throughout the year. This rule also includes not engaging in any sexual activity during the exchange year.

No Downloading: we strongly suggest that the host parents make known to the student what is allowable on any computer that is shared in the household, including the extent of any data plans. Quite innocently, if a student does not realize otherwise, extensive movie or music downloads can run up extraordinary charges that will surprise everyone when the monthly bill comes in.

No Disfiguring: simply put, we want the student to leave at the end of the year with the same number of holes in their body and ink on their skin as they arrived with. While obtaining a tattoo or nose ring may be tempting, we do not allow these to occur while on exchange; the student can simply wait until they return home.

No Dressing Inappropriately: while here on exchange, each student is an ambassador of their country, their own family, and also Rotary, and so should always be presentable in public. Please use your judgement in what is worn out in public. If you as a host parent are uncomfortable with what the student is wearing, then by all means express those feelings and don't be afraid to make the student change into something more appropriate.

In addition to the "D's", there are some other common sense rules:

Do not break any local laws: if arrested or otherwise detained by local law enforcement, Rotary cannot assist and the student will be sent home as quickly as possible.

No smoking: our District does not accept nor send students who smoke. A student found smoking may well have their exchange terminated as a result.

Expectations

We naturally expect our Inbound students to be exemplary exchange students and be proud ambassadors of their home country and Rotary all through the exchange year. In addition to abiding by the rules of the program, we also have some lofty expectations:

- The student should realize that he or she represents Rotary at all times, and so should act accordingly. (Before doing or saying anything, ask if grandma would approve and be proud).
- Attend most, if not all, Rotary club meetings.
- Attend all mandatory District meetings.
- Attend school and put forth an honest effort with school work.
- Participate in school activities as much as possible (this is where good friends can be made).
- Adapt to the host family (not the other way round) and be helpful and accommodating in whatever the host family asks.
- If not proficient already in English, the student should make every effort to learn the language as quickly as possible.
- Students must abide by the District Travel Guidelines.
- Limit communication with the home country and family.
- Be very careful about what is posted on social media. We do not want others to get a false perception of you or Rotary through inappropriate postings.
- Read and respond as quickly as possible to all emails and communications from the District Youth Exchange Committee and from the Rotary Club.
- Know who to contact at all times in case of emergency: host family contacts, Rotary club contacts and District Youth Exchange Committee members. Students should carry emergency numbers with them at all times, in their phones and in their wallets (in case a phone is lost or out of power).
- Make the most of this exchange year!

And just to illustrate that the students are not constantly harped on in a negative fashion (the D's for example), they are also informed about some positive things they can do to enhance their exchange experience, the "Six Be's":

1. BE FIRST - Be a person of action
2. BE CURIOUS - Seek to understand
3. BE ON PURPOSE - Set goals for your exchange
4. BE GRATEFUL - Say thank you – and mean it!
5. BE OF SERVICE - Join in your Rotary Club's and other community projects
6. BE HERE NOW - Live in the moment

Communications

Computer & Internet Usage

Discuss computer and internet guidelines with your student. Many students arrive with their own laptop, while others will rely on using a home computer. Inform the student of the data package that is available in your household so that there are no surprises when the monthly bill comes. We discourage any downloading so as to protect the home system and data package.

Many students now also use their cell phones for internet usage. This will lead to a huge temptation for the student to communicate with friends and family back home. Whether on a laptop computer, tablet, or cell phone, this communication with back home can soon dominate the students' time and energy, to the exclusion of the host family and the overall purpose of the youth exchange program to engage with the local culture and community. It is not uncommon for a student to come home from school or elsewhere and then stay in their room on the internet. We ask the students if they are doing this then why did they come on the exchange?

Strategies to control internet usage might be to limit time on the internet each day to one or two hours, or to restrict usage to a common area in the home (kitchen, family room, for example). However, if there are other children in the home, then similar rules should apply for all. We count on your best judgement to ensure that the student is not spending too much time 'back home' on the internet.

Cell Phone

Our Rotary Club makes a cell phone available to the student. This phone can only be used for texting (unlimited worldwide) and for local calls. Any charges incurred for long distance calls and/or data usage will be the responsibility of the student.

Some students come with their own phones and may install a local SIM card and then purchase a different phone plan. This is up to the student, but any charges for such a plan would be the responsibility of the student.

Social Media

It is common now for students to participate on several social media sites, such as Facebook, Twitter, Instagram, SnapChat, etc. They will likely form private groups on Facebook, for example, to communicate with school friends and also other exchange students. Members of the District

Committee often are part of the students' 'Friends' network and so often communicate with the student in that way.

The students are told to be very careful as to what they post on social media sites. As evidenced by incidents involving several celebrities in recent times, what is posted can come back to haunt. Once again, the student is an ambassador of their country and Rotary, and so should conduct themselves accordingly, including what is posted on social media sites.

What Can A Student Be Sent Home For?

The termination of an exchange is a rare occurrence and is a last resort when the student has not acted in the way a Rotary Youth Exchange Student is expected to. The District 7080 Youth Exchange Committee evaluates each situation separately, but if the matter warrants it, there is no hesitation in terminating the exchange.

Reasons for terminating an exchange can include:

- Breaking the law.
- Breaking one or more of the Rotary Rules (the D's)
- Not attending school and/or not doing school work on a regular basis.
- Exhibiting a consistent attitude not befitting a Rotary Exchange Student – for example: constant disrespect towards host families and others, uncooperative at school and/or school, not engaging in our community (including school), and communicating constantly with the home country (and thereby not engaging in the exchange experience fully).

What To Do If Problems Arise

Should any issue or problem develop, please discuss this openly with the student when the issue is still small. Sometimes the smallest of issues can turn into much larger problems if not addressed immediately. Many times, concerns evolve simply because of misunderstandings due to language or cultural differences. When discussing a concern with a student, be sure they clearly understand – a nodding head may just be their way of being polite and agreeable – use hand gestures, pictures, or even a dictionary if necessary.

If the students' behavior continues in a negative way, discuss the situation with the Club Counselor, who should in turn discuss the matter with the student. If necessary, other District Committee

members will be brought in for consultation. Depending on the circumstances, the home Rotary District may be contacted for advice.

If the issue is not solvable with the host family, the Counselor and Committee may decide to move the student to another family, or in the worst case, terminate the exchange.

Regardless the particular issue that may develop, recognize that there is a large support network within the Rotary Club and Rotary District that is available to help you. Please feel free to contact the student Counselor and other Rotary Youth Exchange Committee members at any time, to ask about anything.

What Problems Can Arise?

Some of the more common issues that arise for an exchange student that you can be on the watch for include:

Language: Some students arrive with excellent proficiency with English, while others do not. Some that do not arrive with good English learn very quickly, while yet others seem to take all year to learn basic English skills. You may think that the student understands what is being said, but oftentimes they are just being polite in saying they understand. Please be aware of this.

School: difficulties with the curriculum may surface soon, or the student simply ignores school work, thinking it does not matter. Besides report cards, feel free to contact teachers to follow up on progress of the student and to ensure that the proper is being put into work in class and homework.

Host Family Issues: Keep in mind that not every exchange student and host family match will be perfect. In some cases, personalities will simply clash so much that it is not reasonable for the hosting to continue. Occasionally a student who may be having difficulties meshing in one host family may be totally compatible and comfortable in another family. Conversely, a host family who encounters difficulties with one student may have wonderful experiences with other students.

Host Siblings: Be aware of the relationship between the student and any children in the host home. While most students get along wonderfully with host brothers and sisters, situations can arise where jealousy develops.

Friends: Many Inbound students think they will automatically have a multitude of friends surround them as soon as they start school here, when in reality they must work at making and keeping

friends. If this does not come easy to the student, frustration and depression may well develop. Encourage the student to participate in school activities and try to engage with other students.

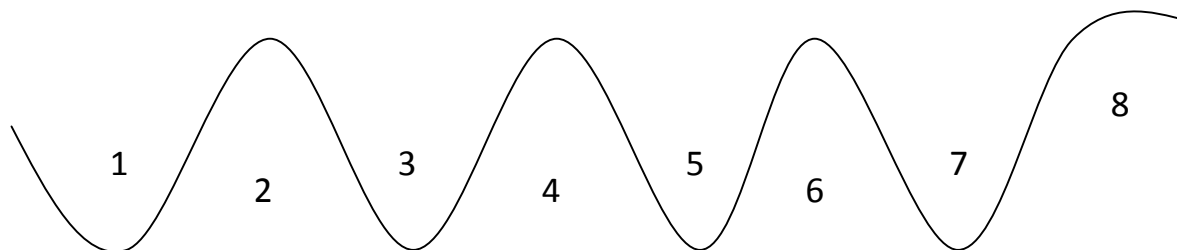
Differing Rules & Expectations: these will be different for each host family, and will also differ from what the student is used to back home. The student knows the Rotary Rules & Expectations and should seek to adapt to whatever rules and expectations exist in your household.

Culture Shock: All students will say that they foresee no trouble with adapting to a new culture, when in reality this can pose definite frustrations and problems. Encourage your student to ask about any and all aspects of the Canadian culture and the culture within your community, school and home. By understanding the differences, everyone will benefit.

Homesickness: This will occur with every student. For some it will be at the beginning of the exchange, while for others it will happen around the Christmas & New Year holiday period. For even others, it will happen later in the year. For some students, homesickness will be a fleeting episode, lasting a day or so, while for others it will last several days and result in apparent depression and withdrawal. Be on the lookout for this and try and comfort the student through this period. Oftentimes we recommend the student discuss homesickness with other Inbound exchange students and/or Rebound students who they may know, all of whom are, or have, experienced the same feelings.

The Youth Exchange Cycle

There have been many articles written about many aspects of Youth Exchange, such as Culture Shock, Travel Stress, Assimilation, and more. Our District Committee can provide these articles if you wish, but one helpful visual aid is the Exchange Cycle graph, as shown below. Each 'stage' can last a day or many weeks, but based on thousands of past experiences, these stages do indeed exist for most, if not all exchange students.



In our District program, one of the 'down' periods typically occurs over the December & Christmas holiday period. The 'hills and valleys' as shown can be summarized as follows:

1. Application Anxiety

2. Selection/Arrival Fascination

Elation
Expectation

3. Initial Culture Shock: 1-6 Months

Novelty wears off
Characteristics:
 Sleeping Habits
 Disorientation
 Language difficulties
 Fatigue (Mental/Physical)
 Eating

4. Surface Adjustments

After initial "down"
Settle in:
 Language improves
 Navigate culture
 Friends
 Social Life

5. Mental Isolation

Frustration increases
New sense of isolation
 Boredom
 Lack of motivation
 Unresolved problems
 Language problems

6. Integration/Acceptance

Begin to examine society
Accept surroundings/self

7. Return Anxiety

Preparation for departure
Realize changes
Desire to stay
Results:
 Confusion/Pain
 Breaking of bonds
 No promise of renewal in future

8. Shock/Reintegration

Contrast of old and new
Family/friends
 Difficulty to accept change
 Not the center of attention
 Others not interested in
 experience details
Reorientation

The Rotary Youth Exchange Student Creed

This is MY experience.
Many have been here before
Any Many will follow
But this time is MINE.
My journey will present
Numerous doors to
Unlimited opportunities.
Some of these doors will be open,
Some will be closed.
But one thing I know for certain,
The key to all doors lies within ME.

“It’s not right, it’s not wrong, it’s just different.”

“Youth Exchange is not just a year in your life, it is your life in a year!”