

# HOSTING FAMILIES GUIDELINES

How to best prepare  
for the welcoming of  
your participant



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# 1. BEFORE THE ARRIVAL

- You will be sent by the Hosting Partner via email all the necessary information about the participant prior to his/her arrival and details of the meeting point;
- If possible, please provide a set of house keys and a room key to give to the participant;
- Prepare the room with clean sheets, blankets and towels to be provided to the participant for the period of his/her stay.



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## 2. ON ARRIVAL DAY

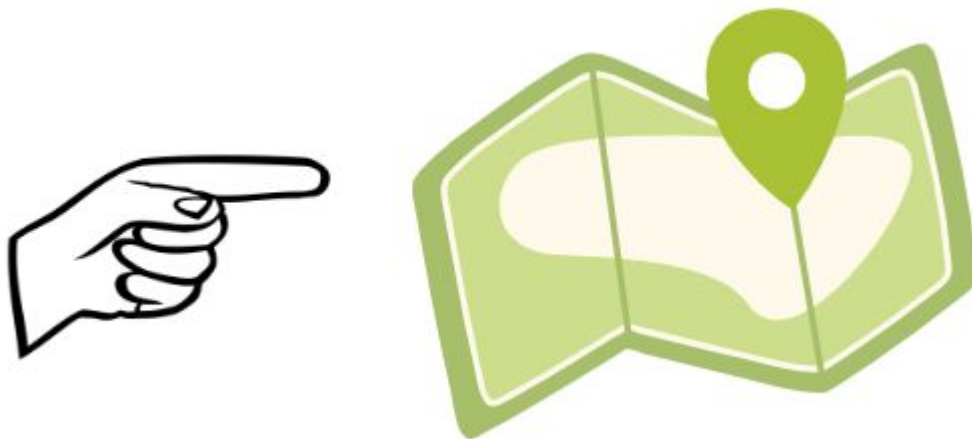
- Go to the pre-arranged meeting point, where a Hosting Partner contact person will be present for support;
- Welcome the participant and accompany him/her home;
- Show the participant the common areas and those for his/her private use;
- Explain clearly the rules of the house and the habits/routines of the family: this is very important in order to avoid misunderstandings or problems, especially regarding timetables. If there is another child in the house (such as sons or daughters), try to agree on shared rules together.



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- Hand over house keys and room keys (if possible);
- Show the exact location of the flat on the Google Maps app on the participant's phone and make sure the participant saves it in the app;
- Provide directions (Walking? Public transport?) on how to get to the venue of the first training meeting with the Hosting Partner.



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### 3. *DURING THE STAY*

- The participant is obliged to observe the rules of your home, to respect its spaces, timetables and the people who live in it. He/she is also required to respect the general rules of the Hosting Partner Name and those of the Erasmus+ programme;
- Participants must respect the timetables of their Erasmus programme and must reach the venue of their planned activities in complete autonomy;
- Please respect your guest's free time and privacy, in compliance with the house and family rules.



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## 4. *FOOD PROVISION*

- The number of meals to be provided will be agreed with the hosting partner;
- It is good to agree with the participant from the beginning of the stay on the use and management of the kitchen, the use of the fridge and pantry space;
- Pay attention to the participant's possible food intolerances/allergies, which are communicated to you before arrival (if you have agreed to take on participants with special diets). It is equally important to pay attention to any dietary habits of the participant (ethical convictions, religious motivations, etc.)



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- In principle, your host will adjust to your breakfast/lunch/dinner times. If this is not possible (e.g. if you have special working hours) we recommend that you agree on the best way to prepare breakfast, lunch and dinner for the participant.



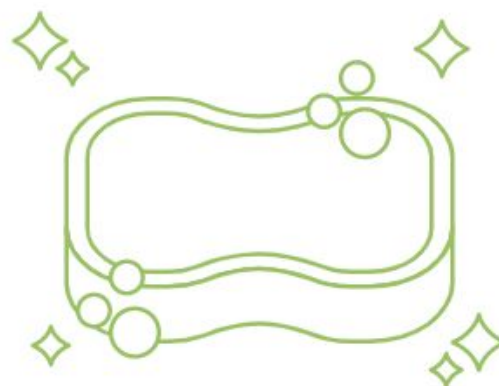
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## 5. THE ROOM

- We invite you to provide a change of bed linen every week (you can have your bed linen ready for them without having to make their bed);
- The participant must have access to 'basic' cleaning products in order to take care of his/her room, unless otherwise agreed between you and him/her;
- The participant must have access to directions and detergents in order to do the laundry, unless otherwise agreed between you and him/her;
- The participant is not allowed to bring guests into the room, unless previously agreed with the house owners.



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## 6. *IN CASE OF SICKNESS*

- In the event of illness, the participant may contact the Hosting Partner to inform them about his/her situation and receive instructions on what to do:
- In case the participant is unable to attend the activities foreseen by his/her Erasmus schedule, they should communicate their absence to the contact person indicated by the Hosting Partner at the beginning of their stay;
- The participant will be required to comply with the instructions received;
- In the event of infection or suspected infection with COVID-19, the participant will be required to follow the rules of conduct set out by the Hosting Partner prior to their stay.



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## 7. IN CASE OF MEDICAL EMERGENCY

- In the event of an emergency (occurring at home in your presence) requiring the intervention of a medical unit, immediately call 112.
- Afterwards, alert the Hosting Partner Name at the number provided.
- If the participant is not at home or with you, the participant knows that he/she must first call the relevant emergency numbers and then immediately alert the Hosting Partner.



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## 8. CONTACTS

- In the event of any issues connected to cohabitation and/or if the host family's rules and principles are not respected, the family can get in touch with the Hosting Partner contact person via the dedicated email that he/she will have shared with you;
- In case of emergencies or serious misbehaviour by the host, please call the Hosting Partner at the provided number: a colleague will support you 24/24.

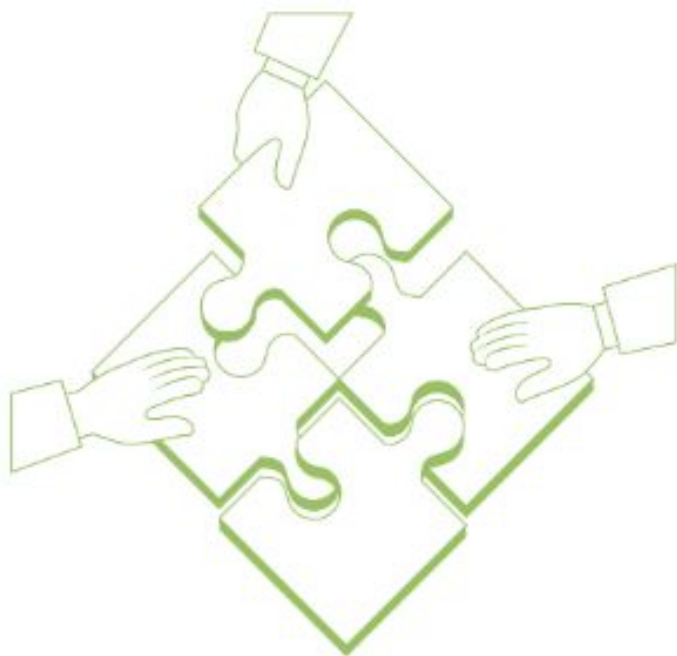


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## 9. IDEAS AND SUGGESTIONS OF ACTIVITIES TO DO TOGETHER

During his/her stay in your home, it is important that the participant has some free time for him/herself and to go out with fellow Erasmus students. However, we suggest doing some cultural activities together to make the most of the homestay experience.



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Here is a non-exhaustive list of some activities that can be organised together:

- cooking together a typical dish of the host country or of the participant;
- eating together in a typical restaurant or food stand;



- going on a small tour of the host city together, showing the main attractions such as churches, squares, museums, parks or others;
- visiting the capital of the region and/or any smaller towns or villages that might be of interest;



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- inviting the participant to go out with your circle of friends and do your usual activities (e.g. sports, board games, etc.);
- inviting the student to take part in extended family life, e.g. by inviting them to birthdays or other holidays that you normally celebrate in your family;
- doing volunteer work together or any other activity of interest that you normally do in your routine and that you would like to share.



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