

## **INFORMATION FOR HOST TEACHER APPLICANTS**

### **LANGUAGE COURSES IN THE TEACHER'S HOME**

International Language Homestays is specialized in this unique form of language teaching, with more experience than any other organization offering similar courses.

There are many reasons why people who want to learn a language choose us, but perhaps the main one is the realization that progress at a language school can be slow and limited. Class time only takes up a part of the day in a school, and after class students of the same nationality tend to speak their own language together.

On our courses, the student lives in your home as a member of your family. You give your student individual English lessons, adapted entirely to his/her needs, and for the rest of the time he/she shares your social life, participating in your everyday activities and speaking only English. A warm, friendly rapport with your student, relevant one-to-one teaching and a pleasant family atmosphere all contribute to the kind of language learning progress that cannot normally be achieved in a language school.

Many of our bookings are during the holiday periods, particularly the summer, and this is often the time we most need our host teachers. We do, however, have a number of bookings throughout the year and we always aim to place these with host teachers who have already worked with us during our peak periods. We do point out, though, that a specific number of bookings cannot be guaranteed and, given the nature of the business, some bookings will be made at quite short notice. It is also important to realize that our type of course depends on your ability to devote time to your student and so **we cannot place students with you if you are working full or part-time.**

### **CLASSES**

Most of our programmes are individual courses where the student chooses 15, 20 or 25 hours' one-to-one English lessons per week (for our courses note that 1 hour = 60 minutes). There is occasionally also a share option, where two students (friends, relatives or a couple) of a similar language level may be placed with a suitable host teacher and share the course together.

In the case of 15 hour programmes, the classes should normally take place in the morning, with start and finish times agreed between you and your student. On 20 or 25 hour programmes some of the classes will inevitably take place in the afternoon. You should be able to give your classes at a table in a suitable area away from possible disturbances. **If you have young children you will have to make appropriate child minding arrangements during lesson times.**

### **SPARE TIME**

In addition to receiving individual tuition, students want to join in your everyday life and experience living with English speakers. It is vital therefore that you should be willing to include them in your activities, however mundane, after class time. Please note that students are expected to pay for any entrance fees, additional drinks etc on visits, but are not expected to share petrol costs when you take them somewhere by car. Many students specify that they want to pursue a particular sport or activity during their course. We always do our best to take your own interests and hobbies into consideration when placing a student with you so that you can pursue the same activity together.

## ACCOMMODATION/MEALS

The accommodation offered by a host teacher should be in a pleasant area, be clean and tidy and offer a good level of comfort. The actual size of your house or flat is not so important as the size of the room to be used by the student. The room should be of a reasonable size and your student should not be asked to share.

Your student should have a comfortable, full-size bed (bunk beds are not permissible) with a good supply of blankets, ample drawer and wardrobe space, a writing desk or table and chair, a mirror and a waste paper bin. There should be good lighting by the bed, over the mirror and at the desk. You must provide adequate heating.

You give your student three meals a day: continental breakfast, light lunch and a cooked, substantial evening meal in the evening. Naturally, your student eats with the family.

## THE HOST TEACHER

You should have a genuine interest in welcoming foreign students into your home and be able to appreciate the problems a student may have with cultural differences. Many of our teachers like the ability to work from home and welcome the extra income that working, typically, 10 or 12 weeks a year can provide. A number of our teachers are working teachers who are free during the holiday periods. Many others are early retired, often with valuable experience in commerce or the professions, who enjoy the new departure that our courses represent.

By and large, younger students are happiest, when there are other children in the home, (though we do not guarantee this will always be possible), while older students often prefer a quieter atmosphere in an adult environment. **An important stipulation on our part is that no other foreign students or paying guests may be accommodated by you at the same time as a student booked by us.**

## RECRUITMENT REQUIREMENTS, QUALIFICATIONS AND HOME SAFETY CHECKS

### Home inspection visit

The Local Organiser will make contact on recruitment to make a full assessment of the applicant's ability to teach and host students in a safe and welcoming environment

### References

All applicants will be required to give the contact details of two referees and written references will be requested.

### Qualifications

You should have a minimum of a further education certificate/diploma (any discipline); ideally, you would have a degree or equivalent and/or a teaching certificate. It is naturally advantageous if you additionally have a qualification in teaching English to foreigners (eg CELTA, DELTA, Trinity College Cert TESOL) and/or relevant language school type experience. It goes without saying that the right personality and clarity of speech are also highly important factors here.

### Home safety checks

All hosts will need to complete an annual fire risk assessment and gas safety certificate. They will need to install smoke alarms and carbon monoxide detectors.

### Hosting juniors

This is of relevance to those ILH host teachers and who receive junior students under 18 years old. ILH issues a suitability declaration form which all adult members of the household and frequent visitors will be asked to sign and return to ILH, declaring any criminal record. All host teachers must hold a recent enhanced disclosure (DBS formerly CRB in England and Wales) check within the last 3 years. ILH will facilitate a check for any host teachers that do not hold one, the cost of which is shared equally between ILH and the host teacher.

### **ACADEMIC AND WELFARE SUPPORT**

You will be issued with a link to our online Teacher's Manual which gives you complete step-by-step guidance.

You will at all times have the support of our Academic Manager, who will help you with teaching problems and offer suggestions for teaching activities when required. In addition, your Local Organizer will be in touch shortly after your student has arrived to check that all is going well and we will always be available for consultation and help.