

## ARRIVAL AND DEPARTURE

- Our students arrive on a Sunday afternoon/evening. We text each host family the arrival time of their student two weeks before their student comes with a reminder text a day or two beforehand.
- Our students leave on a Sunday morning/afternoon. They leave Dundalk four hours before their scheduled flight time. We text each host family the departure time of their student.
- Our students are transported to and from the airport to the DkIT by private bus (Sevens Coaches). Our host families usually collect their students the DkIT when they arrive unless an alternative arrangement has been made with Richard or Annemarie. There is free parking for our host families in front of the Carrolls building at the DkIT.
- If a student arrives outside of the group arrival times, they may be transported directly to the host family home by Richard or Annemarie.
- If there are any delays with flights, we will text our host families.

## TRANSPORT TO AND FROM SCHOOL/ACTIVITIES

- The programme takes place at the DkIT. Our students need to be dropped to the DkIT and picked up from the DkIT by a member of their host family unless an alternative arrangement has been made with Richard and Annemarie.
- Host families can share runs with other host families if it's convenient.
- The school opens at 8.45 every day for students whose host parents need to drop them off on the way to work.
- Our students are transported to and from their activities by Sevens Coaches.
- We try to make sure activities do not overrun but sometimes a traffic delay may cause us to arrive back later in Dundalk than the scheduled pick-up time. If this happens, we will text our host families.
- Drop off and pick-up times:

Monday to Friday: 9.30 – 17.30

Saturdays: 9.30 – 19.00

Students on the Senior programme (aged 15-17) spend the weekends in Galway and Belfast. They should be picked up by their host families at 18.00 at the DkIT on Sunday evenings.

### HOST FAMILY TIME

- Our Senior students (15-17) have a full activities programme from Monday to Sunday and spend evenings with their host family. Our Junior students (11-15) have a full activities programme from Monday to Saturday and spend evenings and Sundays with their host family. Host families do not need to do anything special with their student in the evenings or on Sundays, just include them in normal family life.
- Our students have between an intermediate and advanced level of English and they look forward to practising their English with their host families. Sometimes they can be shy, so we give them questions to ask their host families to help everybody get to know each other. Feel free to teach them about the importance of potatoes, the rise of rugby and how to have the craic. These things are much more important than the grammar and vocabulary we're going to be teaching them.
- If two friends or siblings of the same nationality are sharing, we have told them they must be especially careful to make every effort to communicate together in English and avoid using their mother tongue, not only for their own benefit but also out of courtesy to their host family members.
- It is very important that we know where our students are **at all times** so that we can keep them safe. For this reason, students are not allowed to go out in the evenings or on Sundays without a member of their host family. If your student is invited to another student's host family after school by that student's host parents and you are able to collect your student from the friend's house, this is usually acceptable but please let Richard or Annemarie know first by text so that we can authorize it.
- Please inform us if there are any changes in the host family during your student's stay e.g. additional family members or friends staying in your home during the student's stay; family members who are away during your student's stay or accidents or illnesses of host family members during your student's stay.

### CLOTHES AND BELONGINGS

- The variable weather in Ireland can come as a shock to our students. Although we do tell them the temperatures in July and August vary between 12 and 24 degrees, some of them will optimistically wear shorts and t-shirts every day. When they discover Carroll's in Dublin, they usually buy 'I love Ireland' hoodies, and then live in them for the rest of their stay. In the meantime, it is a good idea to gently remind them that sun in the morning does not mean sun all day and a jacket will come in useful if it rains.
- When your student is going horse-riding or to play airsoft, long bottoms are essential to protect their legs.

- When your student is going rafting, paddle-boarding or doing any other water-based activity, please remind them to take a towel. They will wear a wetsuit when they go rafting or paddle-boarding, so they do not usually need a change of clothes. When your student is going canoeing, they should take both a towel and a change of clothes. We will remind them of this too.
- If you are doing laundry, please ask your student if they want to wash some clothes, especially if they are here for longer than one week.
- If your student loses their mobile, wallet or any other valuable item, please let Richard or Annemarie know. We will do our best to locate it.

### FOOD AND MEALTIMES

- Students who have special dietary needs such as a gluten-free diet will have indicated these on their enrolment forms and their host families will know about these well in advance.
- Please provide your student with breakfast, a packed lunch and dinner every day. For breakfast, most children eat cereal with milk, toast or milk with plain biscuits. They are not used to packed lunches - they usually get dinner at school in the middle of the day - so we ask our host families to vary the contents of the packed lunch, e.g. a sandwich or a salad with pasta. Mediterranean students also generally like eating fruit and/or yoghurt after their meals.
- Students should remember to take their packed lunch with them every day, including on Saturdays.
- Feel free to ask your student what foods they like/don't like for dinner but generally students eat the same as the other host family members.
- There will always be one student who despite putting '*eats everything*' on their application form, actually means '*eats everything my own mammy cooks*'. If your student doesn't seem to have much of an appetite at mealtimes or doesn't eat everything, don't worry. Trying new dishes is part of the new country experience.
- Our host families sometimes notice that their student eats very slowly and may still be sitting at the table when their own children have finished eating. It's not a reflection on your cooking - mealtimes are much longer in some Mediterranean countries and some of our students are just not used to eating quickly!
- You may also find that this lack of speed extends to showering, getting dressed and moving in general compared to your own children. It's a good idea to allow extra time for Mediterranean students to get organised in the mornings or if you are planning to go anywhere. If you are hosting a German student, you may find the opposite to be the case and they may well be ready to go 20 minutes earlier than necessary.

- Chocolate and sweets are much cheaper in Ireland than in other countries. Don't be surprised if your student starts stockpiling these under their bed – it is not a reflection on your cooking, just the novelty of purchasing four KitKats for €1.50.
- European children do not use 'please' or 'thank you' as readily as our own children. This is a cultural difference. In their languages they may use other words to be polite, for example, a different form of a verb, and it can actually be difficult for them to remember to use 'please' and 'thank you' in the same way as we do.
- If your own children usually help with setting the table, clearing the table and loading/unloading the dishwasher, involve your student in these family-life activities too. We're much better at teaching our children to pitch-in than our European neighbours and loading a dishwasher is a good life skill to learn 😊

### GENERAL RULES

- Our students – and their parents – have been told during the application process that they must respect and adhere to all laws in Ireland. We have absolutely no problem returning students we cannot control to their parents without a refund and paying our host families in full for the weeks they would have spent in their home.
- Our students are not permitted to consume alcohol during their stay. This is made very clear to the student – and their parents - before they come to Ireland. They are not allowed to enter pubs unless it is a special occasion with their host family. Failure to comply with this rule will result in immediate expulsion from the programme and a speedy return to their own country.
- Smoking is strictly forbidden. Students – and their parents – have been told they are not permitted to smoke at any time during their stay in Ireland and failure to comply with this rule will result in immediate expulsion from the programme and a speedy return to their own country.
- Students are expected to behave at all times in a respectful manner with their host family, their teachers and other adults they come into contact with during their stay.

### ILLNESSES AND ACCIDENTS

- Our students rarely get sick when they are in Ireland but if your student becomes ill during his/her stay in your home, please call Richard or Annemarie if the student complains of feeling unwell. We will inform their parents and make arrangements to bring the student to the doctor if necessary.

- Our students bring a European medical card with them which means they can attend a GP free of charge. If our students need to attend a doctor during surgery hours, they usually attend the Byrne practice on Francis St a Spanish-speaking doctor in Blackrock. If they need to attend a doctor out of surgery hours, we take them to the emergency doctor on call in Dundalk or in Drogheda depending on where they are staying.
- Students should not be given any medication other than paracetamol or ibuprofen (e.g. Panadol or Nurofen) without us asking their parents. All students can take either paracetamol or ibuprofen if they have a headache, a toothache or a stomach-ache. Some children are allergic to penicillin. We will inform the host family in advance.
- Some children have braces. If our students need to see a dentist during their stay because of a problem with their braces or another dental issue, we take them to Maxillo dental practice in Lis Na Dara.
- If a student has a minor medical condition that they need to take other medication for, the host family will have been made aware of this condition in advance. We do not accept students on the programme who have serious medical conditions.
- In the very unlikely case of an emergency situation when prompt medical attention is clearly necessary, please call an ambulance and call us immediately.
- We are contactable 24 hours a day on **087 2297476** or **087 229 7473**. Please feel free to contact at any time if you have any concerns while hosting our students.

### **PAYMENT**

- The rate for hosting is €210 per student per week and €30 per student per additional night. Host families will be paid by bank transfer or by bank draft by The Language Place at the end of each student's stay. We will text you to ask if you prefer a bank transfer or a bank draft. We do not save your bank details once the transfer has been made which is why we ask our host families for their bank details every time they host for us.
- Very rarely the hosting arrangement does not work out and a host family or a student may ask us to organise alternative accommodation. In these very rare cases, the student is removed from the host family home and the host family is immediately paid in full for the time the student spent in their home.



## Hosting guidelines

### A WORD OF THANKS

We have been running our teen summer programmes for nine years. We affectionately dub these weeks 'lambing season' at The Language Place. This programme supports four teaching jobs in summer and the extra income allows us to keep The Language Place ticking over at quieter periods of the year. But this programme also helps us support local service providers including the Sevens Coaches / Iniskeen Quads / Whiteriver Karting / Oaktree Stables Bellurgan / Carlingford Adventure Centre / Skypark / Airbound trampolining / DKIT Sport / Celtic Adventure Centre / Airsoft / Dundalk Stadium / Dundalk Omniplex and a few more in Navan, Dublin, Belfast and Galway.

We're quietly proud of the fact that with our teen programmes we have been able to put over half a million euro (and counting) into our local economy in recent years and that we give these children and their parents a great impression of what our town and surrounding areas have to offer. Some of the children have been back three times. Many have returned with their parents and other family members.

We could not run this programme without the help of our wonderful host families. We very much appreciate all the time and effort you put in to looking after our students. We always hope that this will result in a lifelong friendship for your children or an invitation to their family's summer house on the Côte d'Azur or Costa Brava. At the very least, we hope for some good memories for you and your family. So, a heartfelt thank you – we know how lucky we are to have you on board.

**Richard Keogh**  
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The Language Place  
1 January 2020

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1 January 2020

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