

# Kootenay Lake - Student Handbook 2024/2025

Updated March 2024



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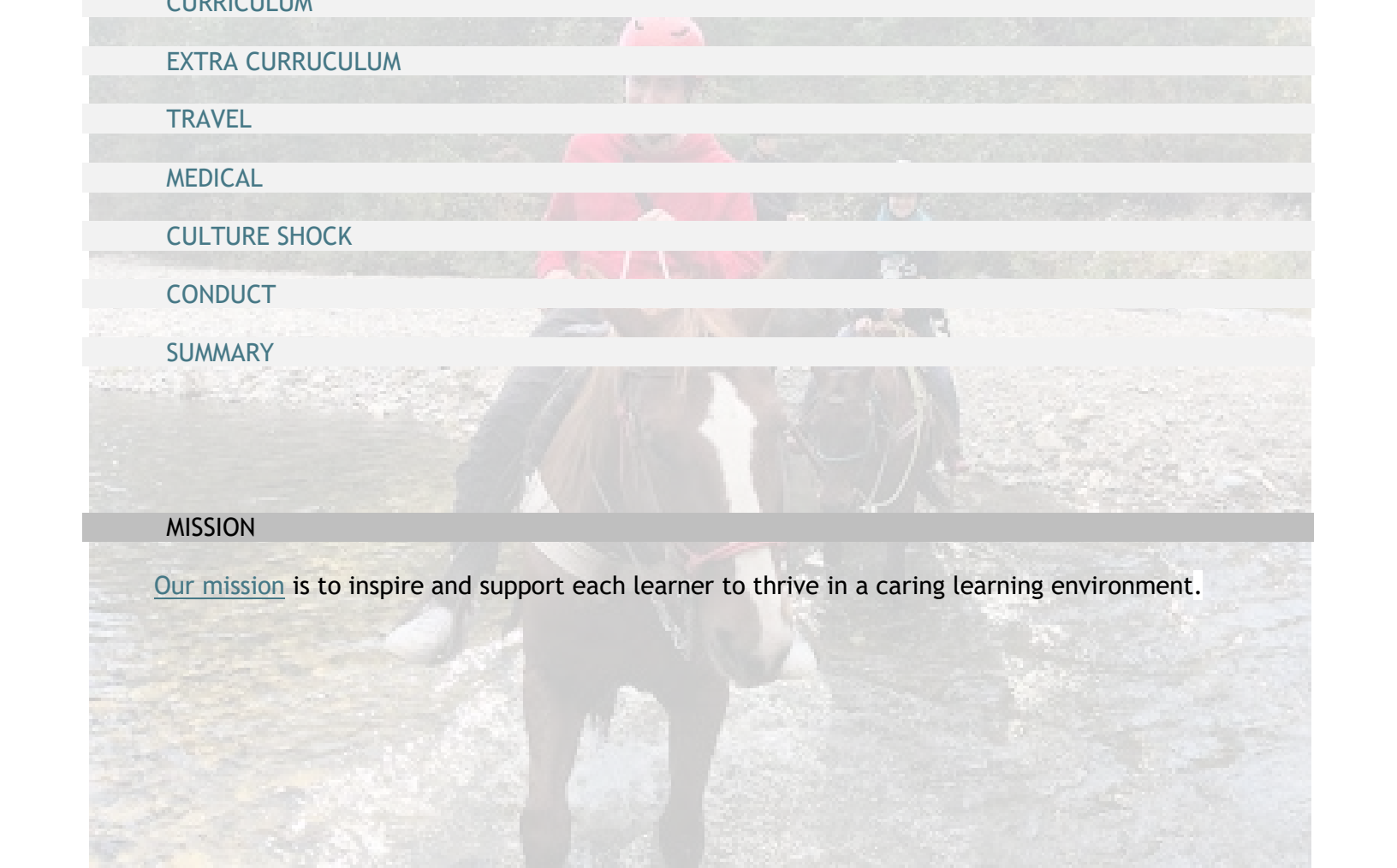
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SUMMARY

## MISSION

Our mission is to inspire and support each learner to thrive in a caring learning environment.



## CONTACT

### Kootenay Lake International Program

#### Mail Address

- 811 Stanley St., 3rd Floor, Nelson, BC., V1L 1N8

#### Physical Address

- LVR school lower 'Commerce' building Rm. 012

#### Phone

- **250-505-7015**

#### District Principal

- Kent Tamblyn, Email: [kent.tamblyn@sd8.bc.ca](mailto:kent.tamblyn@sd8.bc.ca), Cell/WhatsApp: +1 250-354-3712

#### Program Coordinator

- Shannon Ellis, Email: [international.coordinator@sd8.bc.ca](mailto:international.coordinator@sd8.bc.ca), WhatsApp: +1 250-505-7015













#### Homestay Contractor: Catchment Area: Kootenay River Secondary, Salmo Secondary, JV Humphries

- Norman Eady, Email: [kootenay.homestayeast@sd8.bc.ca](mailto:kootenay.homestayeast@sd8.bc.ca), Cell/WhatsApp: +1 867-332-7444

#### Homestay Contractor: Catchment Area: LV Rogers Secondary, Mt Sentinel Secondary, Trafalgar Middle School

- Kathy Stowell, Email: [kootenay.homestaywest@sd8.bc.ca](mailto:kootenay.homestaywest@sd8.bc.ca), Cell/WhatsApp: +1 250-551-7409

#### Communication Flow

Example	Urgency	Position	Contact
 Medical Emergency	Immediate	International Principal	 250-354-3712 <a href="#">Email</a>
 Illegal Activity	Immediate	International Principal	 250-354-3712 <a href="#">Email</a>
 Medical non-emergency	Business hours 9:00-5:00	Homestay Contractor	 Contact for Area School
 Problem Solving	Business hours 9:00-5:00	Homestay Contractor	 Contact for Area School
 Academic & attendance	Business hours 9:00-5:00	Program Coordinator	 250-505-7015 <a href="#">Email</a>
 Program Inquiries	Business hours 9:00-5:00	Program Coordinator	 250-505-7015 <a href="#">Email</a>

#### Medical Emergency

- Attend hospital
- Contact International Principal (International Principal contacts agent and natural parents)
- Contact Assistance Team at 1-866-883-9787 [studentassist@studyinsured.com](mailto:studentassist@studyinsured.com) (available 24/7)
- Provide policy number (on wallet card)

#### Non-medical Emergency

- Contact Maple Virtual Care via Phone

Or

- Attend medical clinic/hospital
- Contact Claims Team at 1-866-883-9485 ([studentclaims@studyinsured.com](mailto:studentclaims@studyinsured.com))
- Claim Team available Monday to Friday, 6 am to 2 pm PST.

## MEETINGS

### School Orientation

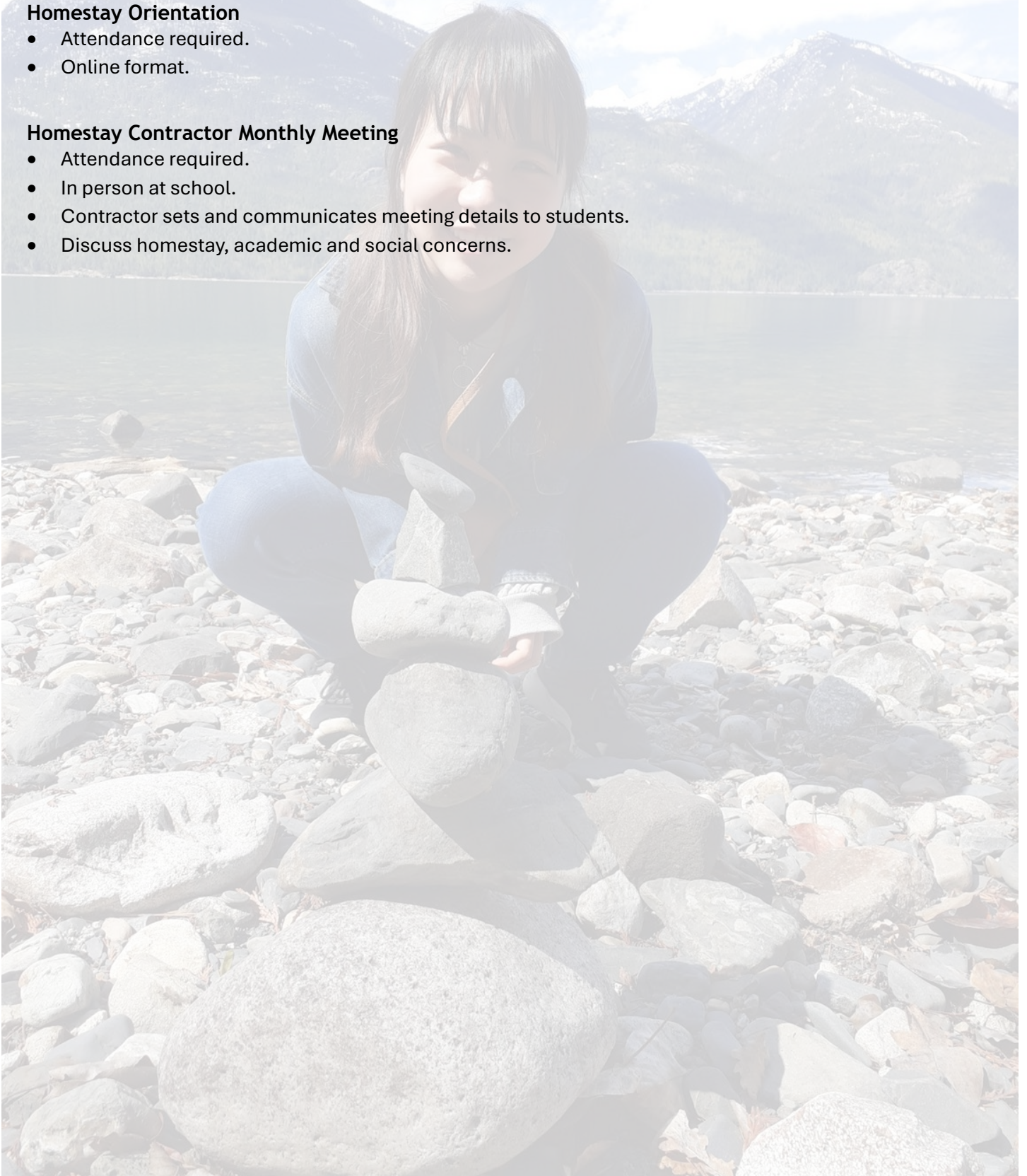
- Attendance required.
- First day of school.
- Students paired with student mentor.

### Homestay Orientation

- Attendance required.
- Online format.

### Homestay Contractor Monthly Meeting

- Attendance required.
- In person at school.
- Contractor sets and communicates meeting details to students.
- Discuss homestay, academic and social concerns.



### Homestay Tour

- Tour of homestay home, inside and out.
- Most tap water in Canada is safe.
- Remove shoes at the door.
- Learn recycling vs. garbage.
- Thermostat/temperature use.
- Kitchen appliance use.
- Wi-Fi use.

### Family Procedures

- Discuss expectations, rules, schedules.
- Topics: computer use, shower times.
- Exchange contact info and photos with family.

### Food

- Eat with homestay regularly.
- Receive varied, nutritional meals and snacks daily.
- Discuss favorite foods, join grocery shopping.
- Talk about missing home country foods.
- Learn about meal preparations, make your own breakfast/lunch.
- Responsible for own snack costs at school.
- Discuss kitchen rules and appliance use.
- Meal provided if homestay absent for dinner.

### Bedroom

- Keep bedroom tidy.
- No food/drinks in bedroom without permission.
- Respect privacy; knock before entering.

### Bathroom

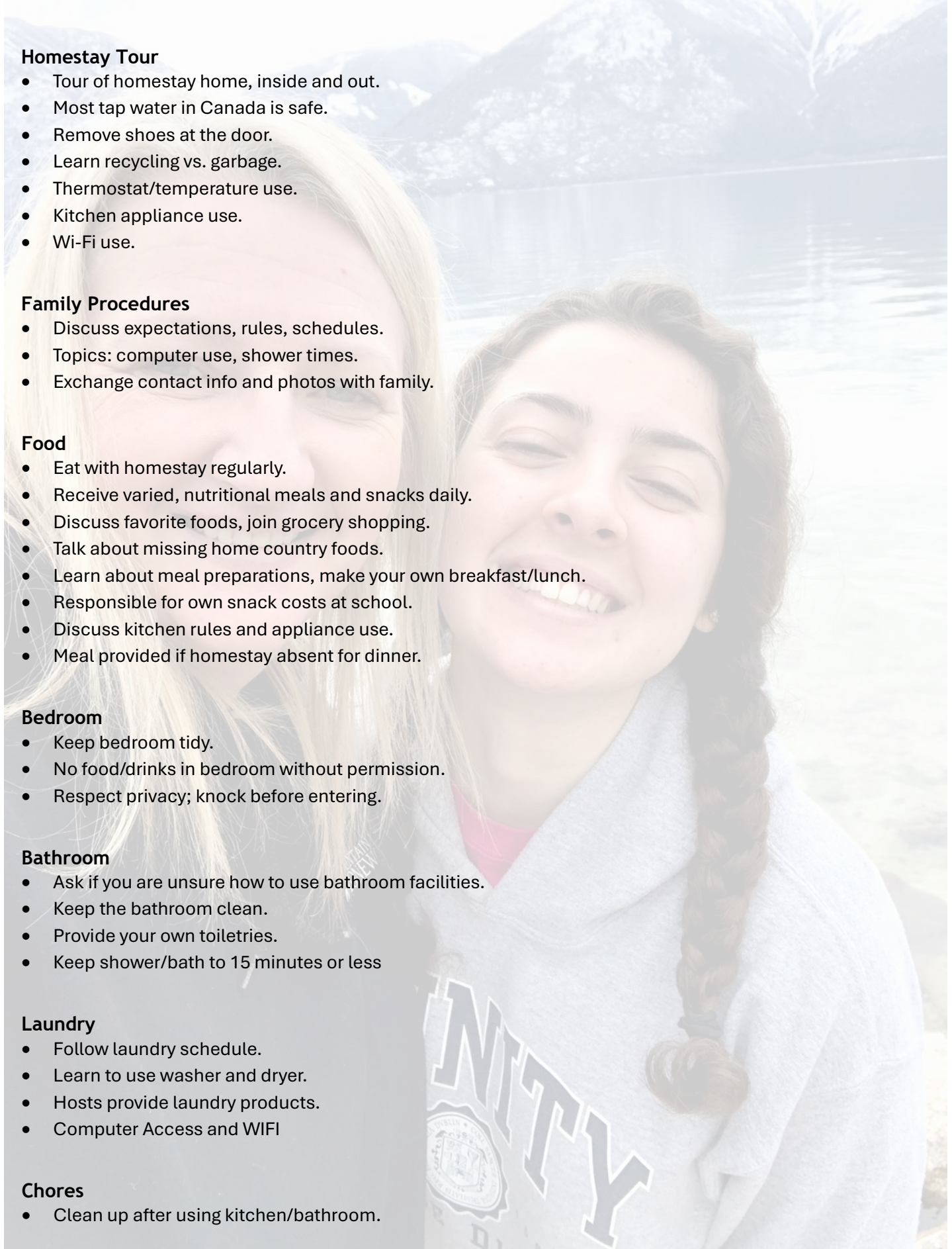
- Ask if you are unsure how to use bathroom facilities.
- Keep the bathroom clean.
- Provide your own toiletries.
- Keep shower/bath to 15 minutes or less

### Laundry

- Follow laundry schedule.
- Learn to use washer and dryer.
- Hosts provide laundry products.
- Computer Access and WIFI

### Chores

- Clean up after using kitchen/bathroom.





## Internet

- Use your own computer.
- Homestay provides internet (no charge).
- Internet off by 11pm.
- Misuse may lead to suspended privileges.

## Cell Phones

- Working cell phone required for safety.
- No going out without a phone.
- Require Canadian phone number.
- Students pay for phone expenses.
- Options: pay-as-you-go or monthly plan.
- No long-term contracts through homestays.
- iPads/apps not sole communication method with homestay.

## Curfew

- Sun-Thurs: 8pm (<16yrs), 9pm (≥16yrs).
- Fri-Sat: 11pm for all.
- Regular curfews during holidays/Pro-D days; may extend sometimes.
- Allowed out past curfew with homestay or for school activities.

## Sleepovers

- Need permission from homestay and other student's parents.
- Suitable notice required.
- Homestay parents and other student's parents communicate with each other about arrangements.

## Damage

- Kootenay Lake School District is not responsible for damage caused by the student.
- Students pay for willful damage, not wear and tear.
- The process involves an ISP, Homestay Contractor, and insurance.
- Study Insured insurance may cover costs where applicable.

## LIFESTYLE

### Banking

- Homestay helps open a bank account with necessary documents.
- Option to use pre-loaded Visa cards instead.
- Advised against carrying too much cash; use cards.

### Job

- Not allowed on study permit.
- May lead to dismissal from school district.

### Babysitting

- For safety reasons, students should not babysit.

### Pets

- Not responsible for pet care in homestay.
- Cannot have personal pets in homestay.

### Dating

- Introducing my partner to homestay.
- No partners in bedrooms.

### Drugs and Alcohol

- Strictly prohibited.
- Immediately sent home if found using/possessing.

### Religion

- Respect each other's religious beliefs.
- Optional church attendance with homestay.

### Student Moves

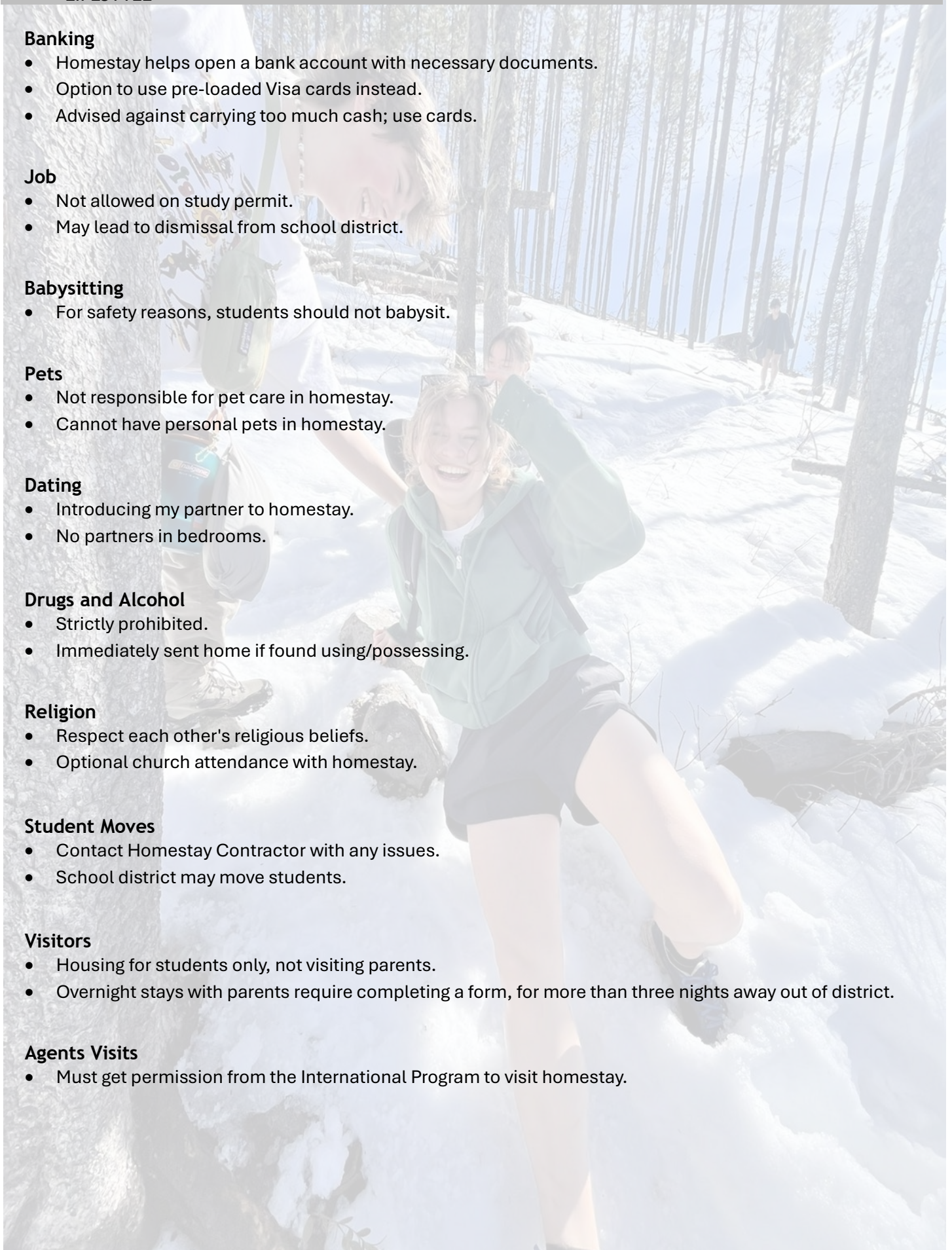
- Contact Homestay Contractor with any issues.
- School district may move students.

### Visitors

- Housing for students only, not visiting parents.
- Overnight stays with parents require completing a form, for more than three nights away out of district.

### Agents Visits

- Must get permission from the International Program to visit homestay.



## CURRICULUM

### School Attendance

- Mandatory class attendance.
- Students should not miss school for any reason other than sickness.
- If sick, students talk to homestay and they report absence to school.

### Learning Updates

- The school district provides learning updates (report cards) four times a year.
- Students have access to learning updates online through MyEd.



## EXTRA CURRICULUM

### School activities

- School pays for basic school fees for core classes.
- Core classes include English, social studies, math, science, career, PE.
- Student may pay fees for athletics, arts, technology classes

### Monthly Activities

- The International Program offers free monthly activities.
- Students may have to purchase lunches.
- Sign up with Contractor after discussing with homestay.

### School Field Trips

- Optional teacher-organized activities.
- Need parent/guardian signature on permission forms.
- Homestays can sign for low-risk trips, natural parents for high-risk trips.
- Students pay for field trips such as skiing and hiking.





## TRAVEL

### Driving

- No owning, driving, borrowing, or renting vehicles.
- You may only be a passenger in cars when the driver is 25 years.
- Driver must have full license (not an 'L' or 'N' status)
- Driver can be member of their homestay family who has an 'N' status.
- Students may take drivers lessons with permission of natural parents.

### Traveling

- Complete travel form 5 days before travel for certain conditions.
- Applies to overnight trips and day trips outside certain areas.

### United States

- Complete travel form 5 days before US trip.
- Check visa/ESTA requirements in advance.
- Bring necessary documents for border crossing.

### Airport

- Homestay arranges airport transport.
- Discuss flight bookings with homestay.
- Students pay for homestay transport for mid-program trips at a set mileage rate.

### School Bus

- Available outside of 3 km from school.
- Homestay's responsibility to register student.

### Public Transit

- Students can purchase a city bus pass.
- Travel safely, stay in contact with homestay.

### Summer Storage

- \$50/month storage fee if possession in homestay over summer.
- All fees paid before leaving.
- Must pack and clean own space.

### Medical Information

- Short-term (<6 months) covered by StudyInsured.
- Long-term (>6 months) initially covered by StudyInsured, then MSP after 3 months.
- Returning students stay on MSP.
- International programs apply for insurance coverage.

### Maple Virtual Care

- 24/7 access to doctors via text/video.
- Preferred pricing, no claim submissions.
- Register at [getmaple.ca/msh](http://getmaple.ca/msh) with policy number and DOB.
- Describe symptoms and chat with a doctor, diagnosis or prescription provided.

### Hospital Emergency

- For medical emergencies only.
- Notify homestay and contractor immediately.
- Contractor starts claim with StudyInsured.
- Collect and share medical documents (written diagnosis, and follow up recommendations)
- In severe emergencies, call the number on your ID card

### Mental Wellness

- 24/7 support through the Stay Healthy at School program.
- Access to English-speaking counselor or one speaking your home language.
- StudyInsured card provided in welcome package
- Always carry StudyInsured and MSP card (keep a picture of the Medical Card on your phone).

### Coverage When Traveling Outside Canada

- Covered globally except in home country, limited to 30 days in the USA.
- No coverage in home country unless in a school/training program.
- For emergencies, call StudyInsured toll-free.

### Students on MSP - Traveling Outside BC

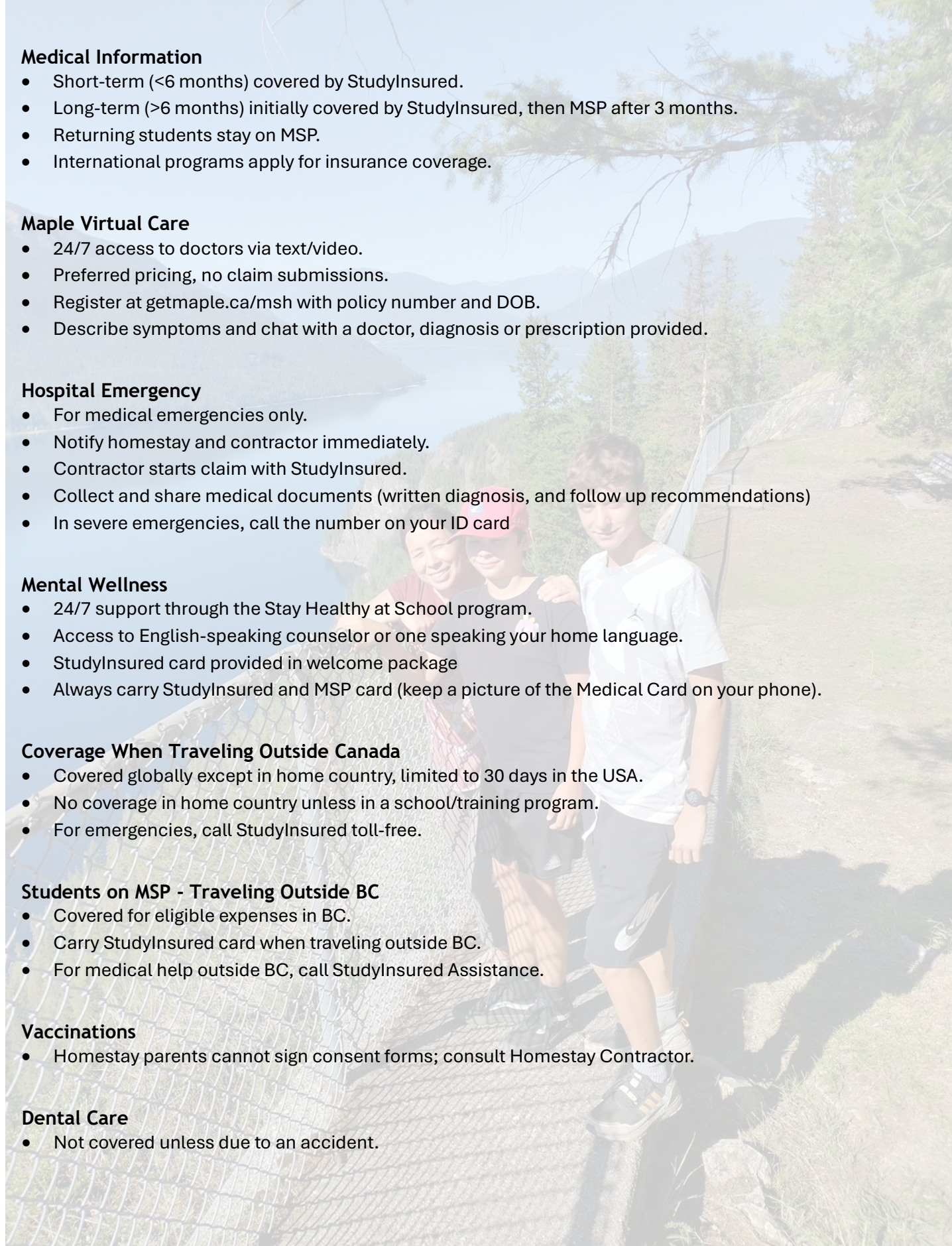
- Covered for eligible expenses in BC.
- Carry StudyInsured card when traveling outside BC.
- For medical help outside BC, call StudyInsured Assistance.

### Vaccinations

- Homestay parents cannot sign consent forms; consult Homestay Contractor.

### Dental Care

- Not covered unless due to an accident.



## CULTURE SHOCK

### Defined

- Normal reaction to an unfamiliar environment.
- Experiences include excitement, frustration, depression, exhaustion.
- Describes adjustment to unfamiliar surroundings.

### Symptoms

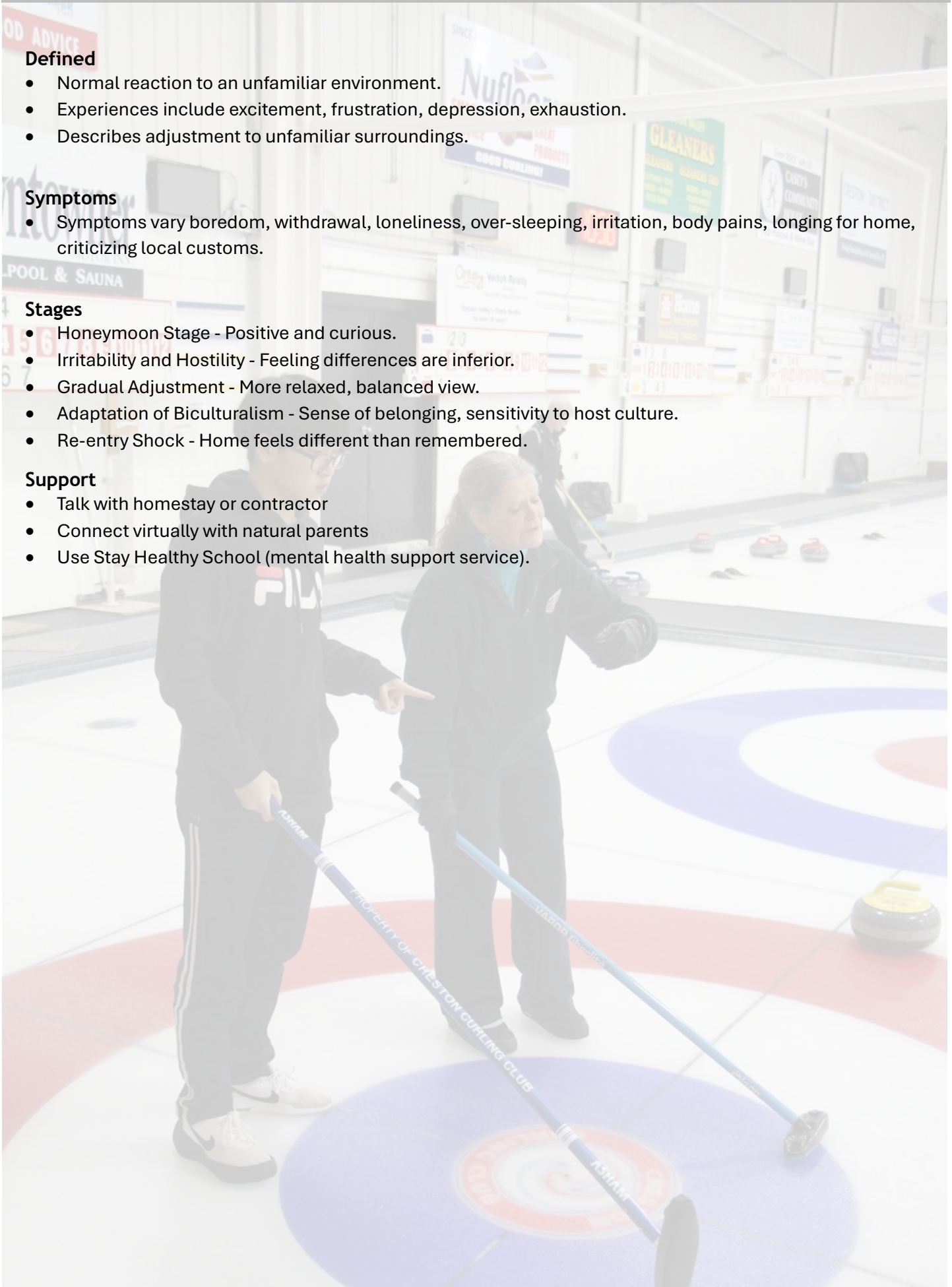
- Symptoms vary boredom, withdrawal, loneliness, over-sleeping, irritation, body pains, longing for home, criticizing local customs.

### Stages

- Honeymoon Stage - Positive and curious.
- Irritability and Hostility - Feeling differences are inferior.
- Gradual Adjustment - More relaxed, balanced view.
- Adaptation of Biculturalism - Sense of belonging, sensitivity to host culture.
- Re-entry Shock - Home feels different than remembered.

### Support

- Talk with homestay or contractor
- Connect virtually with natural parents
- Use Stay Healthy School (mental health support service).



## CONDUCT

Student misconduct leads to progressive logical consequences as seen below.

### Disrespect

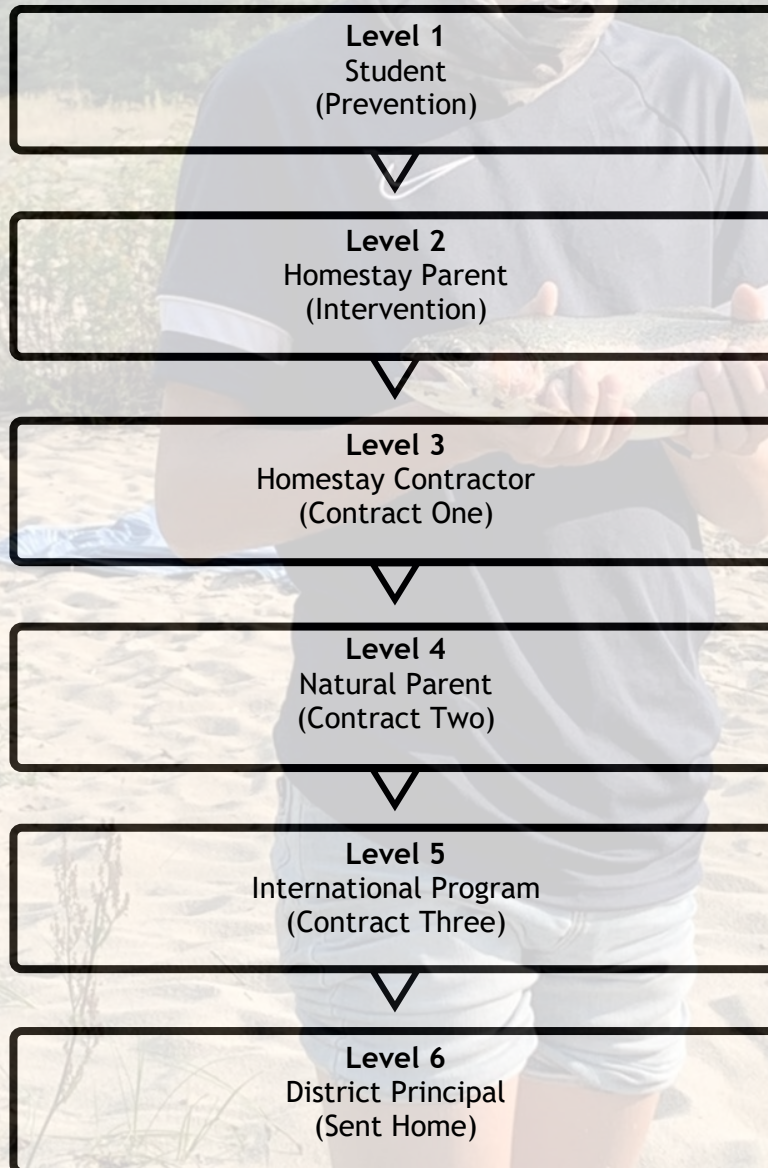
- Self
- Environment
- Others

### Behavior

- Dishonesty
- Bullying
- Violence
- Defiance

### Banned Substances

- Tobacco, vaping
- Illegal drugs
- Alcohol
- Explicit materials



## SUMMARY

### Student Responsibilities

- Follow curfew.
- Respect family, belongings, and rules.
- Keep the bedroom and bathroom tidy.
- No food/drink in bedroom without permission.
- No dating partners in the bedroom.
- Eat dinner with family at least 5 nights a week.
- Clean up after using the kitchen.
- No alcohol or drugs.
- Pay for willful damage.
- Introduce friends and get permission for guests.
- Inform homestay of whereabouts and plans.
- Respond to all calls and texts.
- Use Travel Permission form for overnight stays.
- Discuss flight plans with homestay for airport transportation.

### Homestay Parent Responsibilities

- Provide contact information.
- Provide a clean environment.
- Provide weekly clean bed linens and towels.
- Three meals a day plus snacks, including family meals five times a week.
- Reasonable use of home and utilities with instruction.
- Set reasonable, age-appropriate rules.
- Ensure students are offline by 11pm on school nights.
- Provide a house key/code.
- Offer homework and assignment assistance.
- Responsible for school transportation.
- Contact the school about student absences.
- Not responsible for free airport transportation during breaks.
- Ensure the student's phone has sufficient power.
- Maintain curfew and report violations.
- Assist with medical needs and doctor/hospital visits.
- Inform Homestay Contractor of home changes.
- No hosting of Private and District students simultaneously.
- Ensure adherence to District Rules and contact Contractor if issues arise.