

# NAYEN Host Family Orientation Course Outline

## Introduction

Welcome to the North American Youth Exchange Network (NAYEN) On-Line training program for US Host Families involved in Rotary Youth Exchange (RYE).

This course contains several "lessons", including this Introduction, a Resource Section and a Quiz at the end. On the left of your screen, you will see a scroll down list of all the lessons. You may take the course straight through from beginning to end, or you may skip from one section to another as often as you wish. Please browse the Resources Section, as it includes several valuable files that may be of interest to you.

You may go to the quiz at any time. A passing grade is 80%. At the end of the test, you will see your score, which will be submitted to the NAYEN database, and for some of you, relayed to the secure database used by your club and district databases as well.

## Agenda

1. Rotary
2. Rotary Youth Exchange
3. Expectations of Host Families
4. Expectations of Host Clubs
5. Expectations of Students
6. Disciplinary Issues
7. Culture and Cultural Differences
8. Phases of the Exchange
9. Financial Responsibilities
10. Additional Inbound Topics

## About Rotary

Rotary is the first service organization in the world. It was formed on February 23, 1905 by Paul P. Harris who hosted the first Rotary Club meeting in Chicago.

The Rotary name is derived from the early practice of rotating meetings among the offices of the members.

Today there are

- 1.2 million Rotarians in over 200 countries and geographical areas
- Over 34,000 clubs in over 530 districts

The Rotary Motto is: Service Above Self

**The Rotary “Four-Way Test”**

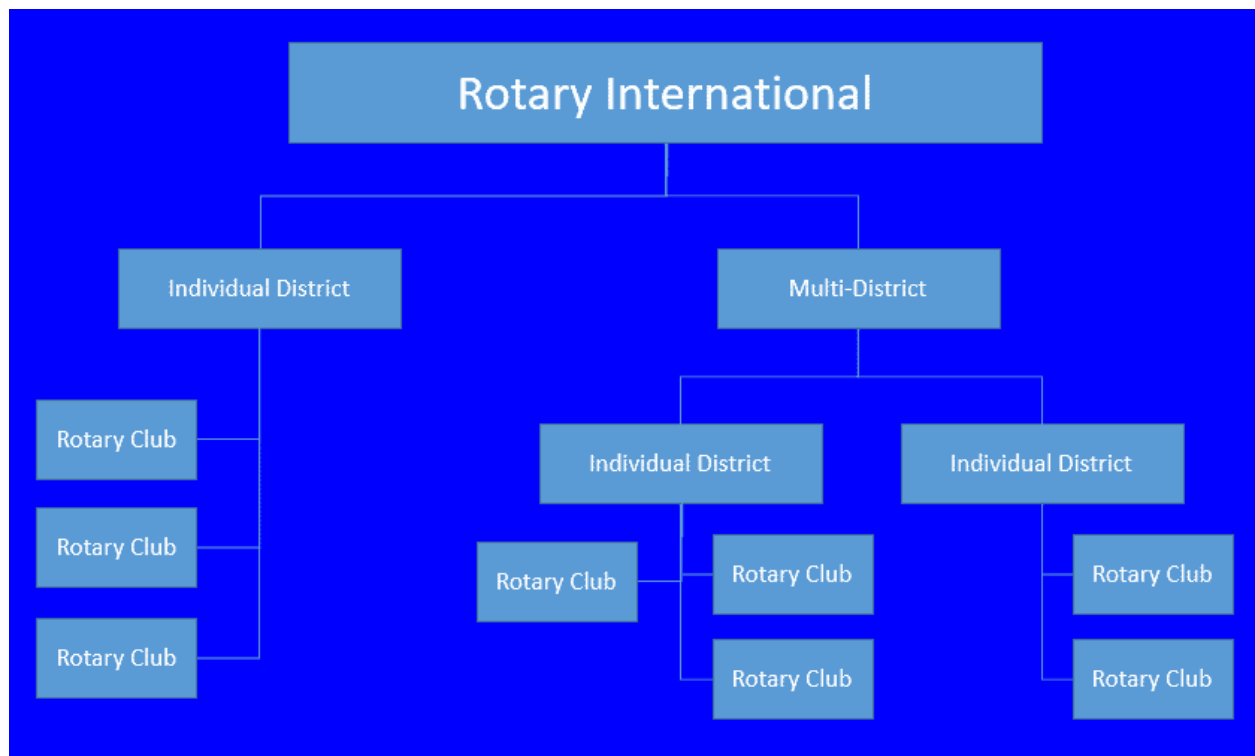
Of the things WE think, say, or do, we ask

1. Is it the TRUTH?
2. Is it FAIR to all concerned?
3. Will it build GOODWILL and BETTER FRIENDSHIPS?
4. Will it be BENEFICIAL to all concerned?

## **Rotary Youth Exchange**

1. Is a cultural & educational exchange
2. Brings the world into our local communities through friendship
3. Promotes the Rotary goal of advancing international understanding, goodwill and peace, one student, one exchange at a time
4. Includes over 8,000 exchange students per year
5. Is open to all qualified youth
6. Is managed by volunteer Rotarians
7. Reflects the Rotary International commitment to service
8. Meets certification requirements of Rotary International

# Organizational Chart - Rotary Youth Exchange



## Expectations of Host Families

1. Assist the student in becoming a part of the family, the school, and the community.
2. Treat the student as a member of the family, not as a guest.
3. Maintain communication with the local Rotary Club.
4. Help with typical challenges such as language acquisition, friendships, culture shock, local customs, etc.
5. Provide room and board, including lunch.

## Expectations of Host Clubs

1. Appoint Rotary Volunteers.
2. Select suitable host families.

3. Obtain copy of student insurance card, proving purchase of Rotary approved insurance.
4. Help with school arrangements.
5. Maintain at least monthly contact with student and host family.
6. Keep in a secure place the:
  1. Emergency fund per district policy
  2. Return airline ticket confirmation
  3. Passport and other government papers, if requested by student
7. Provide monthly allowance.
8. Bring student to Rotary club meeting regularly and pay for meals.
9. Involve student in Club service, social activities and lives of club members.
10. Provide transportation to Rotary events per district policy.
11. Meet with student & school officials to discuss credits, graduation options, and participation in school activities, such as extracurricular activities.
12. Provide host family a copy of Dept. of State "Exchange Visitor Program Regulations".
13. Inform host family of the Rotary YE philosophy, rules and regulations.
14. Familiarize host families with strategies to deal with cultural differences and practices.
15. Inform the host family they must advise Rotary of any and all material changes in status of the host family, including but not limited to changes in address, finances, employment and criminal arrests.

## **Expectations of Students**

1. Adapt positively to host family.
2. Attend school regularly and take schoolwork seriously.
3. Work at developing good friendships.
4. Learn the host language and culture.
5. Be an ambassador of their country & a representative of Rotary.
6. Follow Rules and Conditions agreed to in the application.
7. Follow Rotary District rules.
8. Participate in Rotary & community activities.
9. Submit required reports to Rotary.
10. Avoid employment - Rotary & visa rules. Note: Student may occasionally do yard work or babysit for extra money, but may not hold a regular job.
11. Limit communications with natural parents & friends back home.
12. Adhere to Rotary district policy regarding:
  1. Overnight stays
  2. Out of town travel rules

3. Visits by natural parents, family or friends
4. Return directly home at end of the exchange year

### **Student Role as Ambassador**

1. Students are expected to act as ambassadors of their respective countries.
2. Students project an image of their country:
  1. By their attitude
  2. By their behavior
  3. By their appearance
  4. By their willingness to be of service

### **Travel**

While Rotary Youth Exchange is an academic and intercultural program, there are special rules that govern exchange student travel:

1. No unauthorized travel (Each district has specific policies on this topic).
2. Typically, overnight travel and travel outside the District require advance permission as determined by District YE policy.
3. Unauthorized travel can result in student's early return home.

### **The 4 Ds**

**Almost every Rotary District has adopted these four rules as a starting point for behavior expected of students**

1. No Driving
2. No Drugs
3. No Drinking
4. No Serious Dating (This means no romantic involvement)

Note: Many districts have variations of the 4 Ds

Most districts also have additional rules such as

1. No sexual activity
2. No new tattoos or body piercings
3. No uploading/downloading using family internet access, without family approval

These rules are common to most district policies. However, it is ESSENTIAL for host families and volunteers to be familiar with specific rules in each district

## Addressing Disciplinary Issues

As with most teenagers, occasions occur when a student might violate a rule.

1. Each District has a specific disciplinary process, made known to the students, host families, and clubs.
2. A popular process used in much of the Rotary world duplicates that used in world football/soccer. It is called Yellow Card/Red Card. (more information is available in the Resource Section).

## Cultural Differences

### What is Culture

An integrated system of learned behavior patterns that are characteristic of any given society. It refers to the total way of life, including how people think, feel and behave.

Note: Additional information on the cultural concepts in these slides may be found in the Resource Section

### What is Culture Shock?

The profound sense of disorientation and discomfort that comes with extended travel or living in a foreign culture, markedly different from one's own

### Stages of Culture Shock

1. Initial enthusiasm and euphoria
2. Irritability and negativism
3. Gradual adjustment and adaptation
4. Integration and bi-culturalism

### Cultural Differences

- Ethnocentrism

The universal tendency for any culture to see its own values and practices as natural and correct.

- Ethnorelativism

The acquired ability to see many values and behaviors as cultural rather than universal.

## Phases of The Exchange

### Arrival and Settling In

1. Host Family, Rotarians, and other invited persons meet student at the airport.
2. Natural parents receive notice that the student has arrived. Include an arrival photo if possible.
3. Welcome parties in the first 48 hours are discouraged. Student is likely to be jet lagged & tired.

### First Host Family

1. Host Family, Rotarians, and other invited persons meet student at the airport.
2. Natural parents receive notice that the student has arrived. Include an arrival photo if possible.
3. Welcome parties in the first 48 hours are discouraged. Student is likely to be jet lagged & tired.
4. Student may need additional vaccinations (immunizations).
5. First Family sets expectations for the year.
6. Language struggles are likely.
7. Culture shock might follow as student experiences adaptation issues and homesickness.

### Second Host Family

In general ...

1. Host Family and student read and discuss the First Night Questions.
2. Transition to new host family can be stressful.
3. Student experiences new rules and family practices.

4. Language and cultural adaptation improve.
5. Homesickness can occur around holidays such as Christmas & New Year

### **Last Host Family**

In general ...

1. Host Family and student read and discuss the First Night Questions.
2. Transition to a new host family can be stressful.
3. Student experiences new rules and family practices.
4. Student is much more comfortable with language and culture.
5. Student “end of year” expenses may increase.
6. Student may experience separation and “going-home” issues, including Reverse Culture Shock (more information in the Resource Section).

### **The End of the Year**

1. Leaving for home can be harder than leaving from home.
2. Arriving at home may involve a process known as reverse culture shock.
3. More information about culture shock and reverse culture shock may be found in the Resource Section.

### **Activities and Calendar**

1. Leaving for home can be harder than leaving from home.
2. Arriving at home may involve a process known as reverse culture shock.
3. More information about culture shock and reverse culture shock may be found in the Resource Section.

Note: Dates are available from each Rotary District. Some events may be mandatory.

## **Financial Responsibilities**

### **Host Family**



The Host Family provides

1. Room and board
2. School lunches (where applicable) and routine school supplies
3. Laundry detergent, toothpaste, soap, etc.
4. Regular family activities such as movies, eating out, family trips and vacations, etc.

### **Student**

1. Pays cost of:
  1. Personal clothing
  2. Cell phone, unless otherwise specified
  3. Personal items, such as souvenirs
  4. Optional Rotary tours
2. Provides Emergency Fund
  1. Held and administered by host Rotary Club
  2. Used in emergencies, with Rotary permission
  3. Must be replenished if used

### **Host Rotary Club**

The Host Rotary Club is responsible for

1. Cost of meals at club meeting
2. Monthly allowance
3. Travel cost to required district meetings
4. Potential additional fees per district policy
5. Assisting student to open a bank account and to manage personal finances

Note: Some clubs may cover the cost of school lunches and basic cell phone for emergencies

## **Additional Inbound Topics**

### **Student Resources**

1. Host Family
2. Rotary
  1. Host Club YEO/Counselor/Committee

2. Club President
3. District Chairperson/Coordinators
4. ROTEX (Past exchange students)
3. Non-Rotarians
4. Above Rotary resources are also available to host families

### **Possible Student Issues**

1. Difficulty making friends in host country
2. Excessive contact with home country
3. Lack of meaningful interaction with host family
4. Difficulty learning language of host country
5. Abiding by host family and Rotary rules
6. Adjusting at school
7. Exhibiting or experiencing mental health problems
8. Experiencing physical, emotional or sexual abuse or harassment
9. Adapting to new or host culture

### **Medical Health Issues**

In the event of illness/accident:

1. Know that medical care is pre-authorized by natural parents in student application.
2. Get medical attention for the student as needed.
3. Call a Rotary Volunteer.
4. Only Rotary is to contact the natural parents once details are known and if contact is deemed necessary and/or appropriate.
5. Host families should not sign financial liability forms.

Note: Every student must have health insurance.

Nonetheless, medical costs are the responsibility of the student and the natural parents

### **Mental Health Issues**

Just like anyone else, from time to time students may experience mental health issues. Just being an exchange student can sometimes be stressful, precipitating mental health issues.

If you suspect the student has a mental health issue

1. Contact Rotary Club immediately.
2. Do not confront the student. Leave that to Rotary and/or a professional.
3. Rotary contacts the sponsor Rotary district and the natural parents.

### **Statement of Conduct for Working with Youth**

To the best of their ability, Rotarians, Rotarians' spouses and partners, and other volunteers must safeguard the children and young people they come into contact with and protect them from physical, sexual, and emotional abuse.

(RI Board November 2006)

### **Youth Protection Training**

1. All Rotary districts are required to provide Youth Protection Training.
2. The North American Youth Exchange Network (NAYEN) maintains an online youth protection training program for host families and volunteers in all Rotary youth programs.

### **Some Youth Protection Guidelines**

1. Always treat students with respect and request that others do the same.
2. Touch and hug students only in ways that are appropriate for teenage children in your family.
3. However, be aware that the appropriateness of hugging and other forms of touching vary considerably from one culture to another.
4. Respect the right of the student to privacy.
5. Never engage in or allow physical force or emotional abuse or harassment.
6. Never make sexually suggestive comments, even as a joke.
7. Spending excessive time alone with a student is never a good idea.
8. Communicate immediately with Rotary if there are allegations or suspicions of abuse or harassment.

### **Youth Protection Responsibilities**

In the event the host family knows of or suspects the student has been abused or harassed they must:

1. First, ensure the immediate safety of the student until Rotary takes over the process.
2. Second, immediately report the abuse or harassment to Rotary.

## District Information

### General Information

You have successfully completed the online portion of this Host Family Orientation.

However, your local Rotary District Youth Exchange Committee has additional specific information with which you should be familiar, and which may be required by your district as part of training. This may include

1. District Youth Exchange Policies
2. District Youth Exchange Organizational Structure

### District YE Policies and Procedures

All Rotary Districts should have specific policies regarding:

1. Overnight stays
2. Travel rules
3. Visit by natural parents/family or friends
4. Drinking alcohol
5. Smoking
6. Program rules in addition to the 4Ds
7. Emergency fund
8. Transportation of students to specific Rotary events
9. Disciplinary procedures

## Resources

[Culture Shock.pdf](#)

127.1 KB

middle wave of culture shock.pdf

98.1 KB

## Host Family USA Quiz

Mike Cloutier

This quiz will test your knowledge of the materials presented. A score of 80% is required to pass. The test may be retaken as many times as you would like, and only passing scores are sent to the sponsoring district or multidistrict.

Once you have completed the quiz, please hit 'Congratulations' to finish the course.