

Parent/Custodian Expectations

Student's Name: _____
Last Name (Family Name) Given Name Preferred Name

Date of Birth: _____
Year Month Day

Burnaby School: _____

I, _____ am the parent ____ custodian ____ of the above-named student and will be the primary caretaker for the duration of the student's studies in the Burnaby School District.

I am 25 years of age or older.

I agree to provide care and supervision for the above-named student.

If the student is not residing with myself, I will ensure that the student is residing with an adult 25 years of age or older and that they are placed in a suitable home.

I understand that I am to be the primary contact for the school and the International Education Office and if a meeting is required with me to discuss a student issue, I will be available to meet in person.

I understand that elementary students in grades K-5 must be living with a parent and in grades 6 and 7 either a parent or an immediate family member (aunt/uncle/grandparent). I understand that if it is discovered that the student is not living with one of the above, he/she will be **immediately** removed from the program with no refund.

I will provide advance notice to the International Education Office, in writing, of any changes to the student's residence.

I will notify the International Education Office, in writing, of a change in custodian. I will not be released of my responsibility as a custodian until a new custodian is appointed and approved by the student's parent.

If I am to be absent, it will not be for an extended period of time, and I will provide advance notice to the International Education Office in writing regarding:

- the duration of my absence;
- the name of the adult who has been appointed to care for the student in my absence, their relationship to the student, and their contact information.

I will ensure that the student attends classes. I am aware that if the student accumulates numerous unexcused absences he/she will be withdrawn from the program.

I will provide advance notice to the International Education Office, in writing, if the student will be absent from school due to any travel arrangements and the duration of the absence. Travel arrangements for the student will not result in the student being absent for an extended period of time or require the student to end his/her studies prior to the end of the semester or school year without prior approval.

I understand that this is a competitive program with limited seats. I realize that if the student wants to continue in the program the following school year, he/she will need to be invited back. If the student does not abide by the International Student Program Code of Conduct, I understand that the student may not be invited back.

For custodians: I will ensure that the student's parents are kept well informed of their child's academic progress, health, and well-being. I will ensure that the student will NOT be driving a vehicle for the duration of the student's studies in Burnaby's ISEP.

I realize that if I do not abide by these regulations, I will jeopardize the student's placement in the program.

Parent/Custodian Signature

Date

Parent/Custodian Last Name

First Name