

Choices Direct

Terms & Conditions - Au-Pairs

- (1) You will confirm that you have read all the written material provided by the Choices Direct in my home country, and that you are eligible to be an au-pair. You will understand that the au-pair programme is not a contract of work, but that you are required to show a high degree of responsibility and to take your duties seriously.
- (2) You will confirm that you have answered all questions honestly and that all the information that you have supplied is true.
- (3) You will agree to stay in close contact with Choices Direct agency after submitting your application form. You will agree not to start working for the host family until you have received an official confirmation of placement; this is usually in the form of an invitation letter/contract from the Choices Direct Agency.
- (4) You shall familiarize yourself with all visa requirements (if any) and obtain necessary documentation.
- (5) You will agree to pay all costs for language courses and travel, to and from host country; including debts incurred telephone bills. You will also agree to use your own money for emergency expenses.
- (6) You will agree to abide by all rules set by the host family, for example, in relation to not smoking, use of the telephone, visitors and so on. During your stay you shall behave in a manner which does not reflect badly on your host family, host agency and Choices Direct Au-Pair Agency.
- (7) You will realize that the success of your au-pair stay depends on your own initiative and you will agree to integrate yourself in family life and to communicate openly with the family should any problems arise and to actively seek a solution.
- (8) If no solution can be reached, and you decide to leave the family, you will agree to give 14 days' written notice. You will also agree to contact the Agency prior to leaving the host family.
- (9) You will agree that on arrival at the host family you shall discuss in detail with your host family, the daily and weekly routine, and yours and their expectations of you as an au-pair. You will also agree to let Choices Direct Agency know of any future holiday/travel arrangements.

(10) You shall carry out my childcare/light housework duties to a high standard. You agree to keep your room clean and tidy and to maintain a high standard of personal hygiene. Your au-pair duties may be the following:-

- Machine wash clothes
- Vacuum clean
- Clean bathroom, kitchen floor, communal areas and children's rooms
- Ironing and polishing, care for pets, washing up, bed making
- Babysitting, sole charge of children overnight
- Prepare/Cook light meals for children and family
- Breakfast for children
- Bring and collect children to and from school/nursery

(11) You agree to seek the advice of the host family before administering any form of discipline. You will also understand that under no circumstances should you hit the children, shout at them or leave them on their own regardless of their ages.

(12) You agree to maintain confidentiality and not to discuss details of your host family's private life.

Submission of your au-pair application form to Choices Direct Ltd constitutes acceptance of the above au-pair agreement.

Name of the applicant:

Signature:

Date:

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