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DRAFT

NOVA SCOTIA – QUÉBEC
STUDENT EXCHANGE PROGRAM
PARTICIPANT GUIDE

NOVA SCOTIA DEPARTMENT OF EDUCATION AND EARLY CHILDHOOD DEVELOPMENT
FRENCH SECOND LANGUAGE DIVISION

DRAFT

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1 PROGRAM OVERVIEW

The Nova Scotia-Québec Six-Month Student Exchange Program is designed to further second-language skills development and cultural awareness through an exchange between French Second Language high school students from Nova Scotia and English Second Language high school students from Québec.

From September to early December, participating Québec students live with Nova Scotia host families and attend the same school as their exchange partner.

From February to early May, participating Nova Scotia students live with and attend the same school as their exchange partner in Québec.

This Nova Scotia Department of Education and Early Childhood Development French Second Language Programs initiative is supported by the 2013 Canada-Nova Scotia Agreement on French-language Services (<http://www.capitaldocumentation.ca/documents/CanadaNSen.pdf>).

Participants in this exchange program can apply for an additional high school credit. An official application must be submitted by April 15th prior to the school year in which the exchange takes place. For more information, and the application form, please see: <https://fsl.ednet.ns.ca/content/cultural-experience-12-credit>

1.1 OBJECTIVES

The program's main objectives are to:

- support Nova Scotia students to improve their French language skills, and support Québec students to improve their English language skills
- foster cultural awareness and understanding
- encourage bilingualism
- develop students' independence and ability to adapt to a new environment
- expose students to another educational system

1.2 DEFINITIONS

Provincial Coordinator: appointed by the Nova Scotia Department of Education and Early Childhood Development and oversees all aspects of the exchange program

French Second Language Coordinator: appointed by their school board and coordinates French Second Language programs within their respective school boards

Liaison Teacher: appointed by the school principal and oversees the program and participants at the school level, with support from the principal

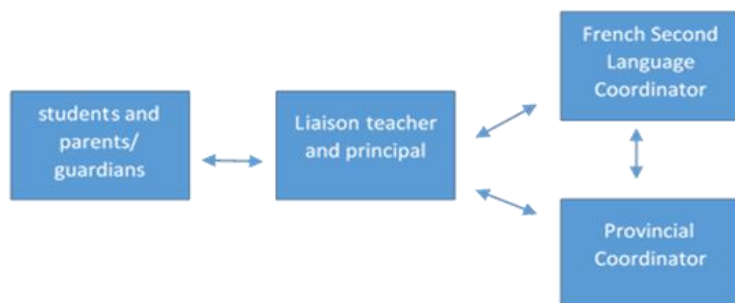
participating students: Nova Scotia students, aged 15 to 17 who have been accepted into the program and successfully paired with a Québec exchange partner

parent(s)/guardian(s): legal guardians of Nova Scotia students

host family: parent(s)/guardian(s) and sibling(s) of the exchange partner

1.3 COMMUNICATION

Unless otherwise stated, and in cases of non-emergency, the main point of contact for students and/or parent(s)/guardian(s) is the liaison teacher and school principal.



1.4 COST

Registration Fee

Participating students and their families are required to pay a \$100 non-refundable registration fee. Payment in the form of a cheque made payable to “Minister of Finance” should reference the Nova Scotia-Québec Student Exchange Program and the name of the participating student. Cheques will not be cashed until both the Nova Scotia and the Québec families have agreed to the pairing arrangement. If a suitable pairing is not possible, the cheque will be returned to the family.

Travel Fees

The Department of Education and Early Childhood Development will cover travel related expenses between Nova Scotia and Québec. It should be noted that if a participating student needs to return home before the end of the exchange period, for a reason deemed unacceptable to the Department of Education and Early Childhood Development (i.e. homesickness or inability to adapt), or is required to

return home due to unacceptable behaviour, the parent(s)/guardian(s) of the student will be responsible for the return travel costs.

Cost of Living

Food and living expenses for the Québec student are provided by the Nova Scotia host family. This is reciprocated for the Nova Scotia student by the Québec host family. Students are responsible for their own spending money and typically require \$500-\$700 for personal expenses.

2 APPLICATION AND SELECTION PROCEDURES

2.1 APPLICATION

1. The liaison teacher directs interested students and their parent(s)/guardian(s) to complete the online application on the Department of Education and Early Childhood Development website: <https://fsl.ednet.ns.ca/content/student-exchange-program-quebec>.
2. Students submit the completed consent form and the \$100 non-refundable registration fee to the liaison teacher.

While an application does not guarantee participation in the program, students who apply should begin planning their timetable for the next school year to better accommodate the exchange period in Québec.

2.2 SELECTION

1. Upon receiving the consent form from the student, the selection committee conducts an interview with the candidate and their parent(s)/guardian(s) at the residence where the student from Québec will be staying.
2. Following the interview process, the selection committee decides whether the candidate is eligible to participate in the program.

To be considered for the exchange, a student must:

- be a French Second Language student attending public school in Nova Scotia
- be between the ages of 15 and 17 during the exchange year
- have approval from the liaison teacher, the school, the school board, and their parent(s)/guardian(s)
- be willing to live in any part of Québec
- provide the incoming exchange student with suitable accommodation, family life, and social setting
- be able to organize their timetable to accommodate the three-month period in Québec
- be recommended by the selection committee

3. The selection committee forwards their recommendation and the student's file to the French Second Language Coordinator and the Provincial Coordinator. Each student file consists of:
 - a. completed consent form
 - b. interview questionnaires
 - c. \$100 non-refundable registration fee
 - d. pictures of the student, their family and home (including the room in which the Québec student will be staying)

The application, school recommendation, and complete student file must be submitted to the Provincial Coordinator by March 31st. Incomplete submissions will not be considered.

4. Once the student has been recommended to participate in the program, families should request Criminal Record, Vulnerable Sector and Child Abuse Register checks. The Criminal Record and Vulnerable Sector checks are available from the local RCMP, and the Child Abuse Register check is available from the Nova Scotia Department of Community Services. These checks are required for each member of the family who is 18 years of age or older and who will reside in the home during the exchange period. The fees associated with these checks are the responsibility of the participating families.

Please note that the liaison teacher must submit these checks to the Nova Scotia Department of Education and Early Childhood Development by March 31st. *The processing time for these checks may take a few weeks so it is suggested that families request the checks prior to the beginning of March.*

2.3 STUDENT PAIRING

The Nova Scotia Provincial Coordinator and the program administrator for Québec pair students in April. The Provincial Coordinator notifies the family, the host school and the French Second Language Coordinator, and forwards the student file to the Québec program administrator.

Pairing of students is considered official once the host schools and both families are in agreement. Communication between the families can begin once both families have agreed to the pairing but should not take place prior to authorization being given by the provincial coordinator.

In the event that a student and their parent(s)/guardian(s) decide to move to a different home or school, or if there is another significant change before September, the Provincial Coordinator will make arrangements to maintain or terminate the pairing.

The Nova Scotia Provincial Coordinator and Québec program administrator will make every attempt to pair applicants but cannot guarantee that all applicants will be paired.

2.4 WITHDRAWALS

There should be few, if any, student withdrawals after the pairing process; however, should a Nova Scotia student withdraw from the program, they must notify the liaison teacher and the Provincial Coordinator without delay. If possible, the Québec student will be paired with another Nova Scotia student with priority given to applicants who were not previously paired.

3 PRIOR TO THE EXCHANGE

3.1 PLANNING AHEAD ACADEMICALLY

It is important for Nova Scotia students to plan their courses for the upcoming year with special care and attention. As soon as possible, students should consult with their teachers, guidance counsellor, liaison teacher and school administrators to ensure that their schedule is structured in such a way that they receive a full year of credits. The schedule for the following year should be completed by the end of June. Nova Scotia students are required to take an English course at each high school grade level so it is encouraged that participating students take their English course during the first semester of the exchange year.

Prior to leaving for Québec, students are expected to develop written plans with teachers for the completion of Nova Scotia course requirements. Students are expected to follow the agreed upon plans for meeting the requirements for Nova Scotia courses. Students will have a full schedule in the Québec school and this will limit their ability to complete Nova Scotia coursework. The time in Québec should be fully devoted to participation in the exchange. Therefore, it is recommended that students complete most of their Nova Scotia course requirements before and after the Québec exchange period. With good planning, students should not be overwhelmed with schoolwork while in Québec or upon their return to Nova Scotia in May.

3.2 CORRESPONDENCE

Communication between families helps develop important ties and contributes to the success of the exchange. Correspondence between Nova Scotia and Québec students and families should begin once both parties have received confirmation of a pairing from the Provincial Coordinator, but not before June 1st.

As part of the first correspondence, students should let their exchange partner and host family know about themselves (typical daily activities, chores, weekend activities), their family, their school (student handbook, courses available, extra-curricular activities) and their community (location, population, cultural and sports activities, clubs and recreation facilities). Providing photos is recommended.

When students receive communication from their exchange partner they should reply in a timely manner. If a student has not received a written response from their exchange partner by July they should inform their liaison teacher and the Nova Scotia Provincial Coordinator, and they may wish to try

calling. If either student has a different summer address it is important to inform the exchange partner so that communication can be maintained.

It is important for students to involve their family in the communication(s) with their exchange partner and host family, as families play a key role in the exchange.

3.3 ROLES AND RESPONSIBILITIES PRIOR TO THE EXCHANGE

Prior to the exchange, **participating students will:**

- participate in an initial information session
- complete and submit all forms and documentation within the required timeframe
- communicate with their exchange partner (after June 1st)

Prior to the exchange, **parent(s)/guardian(s) will:**

- participate in an initial information session
- review all program information/documentation
- complete and submit all forms within the required timeframe
- complete a Criminal Record, Vulnerable Sector Check and a Child Abuse Register check, and ensure all members of the household 18 years or older have done the same
- inform the Provincial Coordinator as soon as possible if their child can no longer participate in the program
- inform the Provincial Coordinator of any living arrangement, family dynamic, or other significant changes that may affect the exchange
- review behavioural expectations with their child
- prepare space for the visiting Québec student – a separate bedroom is not essential but a separate bed is required, as is the availability of a private space where the exchange student may be alone if desired
- communicate with the parent(s)/guardian(s) of the Québec student and inform them about household rules
- notify their insurance company that an additional person will be living in their home for a period of three months

Prior to the exchange, **the liaison teacher will:**

- direct interested students to the online application form (<https://fsl.ednet.ns.ca/content/student-exchange-quebec>)
- organize and conduct initial selection interviews
- conduct home interviews of the potential participants and their families
- participate in the selection of successful applicants

Prior to the exchange, **the French Second Language Coordinator will:**

- organize and conduct Oral Proficiency Interviews (OPIs) for all Nova Scotia students interested in receiving the Cultural Experience 12 credit via the Nova Scotia/Quebec Exchange Program.

Prior to the exchange, **the Provincial Coordinator will:**

- coordinate communication among the various parties involved in the program
- facilitate an information session for students and parent(s)/guardian(s)
- receive and process student applications and all other necessary documentation
- coordinate and complete the pairing process of approved Nova Scotia and Québec students
- ensure that each member of both the Nova Scotia and Québec families age 18 or older have provided the original Criminal Record and Vulnerable Sector Check and Child Abuse Registry (Nova Scotia only) documents
- ensure participating students and their parent(s)/guardian(s) sign the consent form
- collect medical and emergency information from all student participants and inform Québec host families of students who are required to take prescribed medication
- inform students and parent(s)/guardian(s) in writing of their responsibilities and requirements for the exchange
- contact the participating Nova Scotia schools to become familiar with students' academic programming

4 EXCHANGE PERIOD IN NOVA SCOTIA

4.1 ADJUSTMENT PERIOD

Arrival

Nova Scotia students and families must be present at the Halifax Stanfield International Airport to greet the Québec exchange student in September. Once in the home, Nova Scotia students should help their exchange partner settle in by offering to help unpack, giving a tour of the home and going over household rules. The arrival of the Québec exchange student should be treated as a special event. Planning a get together, dinner, or family night, for example, will make the exchange student feel welcome. It is also important for Nova Scotia students to remember that their exchange partner may be tired and overwhelmed with the change in location and language, so allowing some time to relax is recommended.

The first few weeks

During the three-month exchange period in Nova Scotia (and particularly the first few weeks), the key responsibility of the Nova Scotia family is to welcome the Québec student and make them feel comfortable in the home and community. It can be stressful for a teenager to leave their familiar environment and live with a new family, and this is usually compounded by language/communication challenges. While some students from Québec may be able to express themselves quite well in English, it is important to note that nuances of meaning and cultural understanding may require special attention and assistance.

4.2 HOME LIFE

Family Rules

It may be beneficial for Nova Scotia students to make their exchange partner a short written list of house rules and expectations. They should be made aware of family routines, meal times, curfews, chores and family activities.

Communication

It is very important for Nova Scotia students and families to communicate clearly and directly with the Québec exchange student. In the early stages of the exchange, host families should verify that the exchange student understands what is being said. The exchange student should also be encouraged to communicate with the host family if they are having any concerns or problems.

If after the first few weeks, the host family notices that the exchange student is spending a lot of time alone or in their room they should ensure that everything is alright. It is also encouraged that the host family contact the exchange student's parent(s)/guardian(s) to express their concerns. Host families may wish to involve the liaison teacher to help communicate and check on the exchange student.

Language Learning

When a student becomes capable of expressing themselves in a second language, it is a great accomplishment; however, this may take time. The family environment, along with the student's motivation to learn, will help determine the rate of progress. The exchange students from Québec should always be encouraged to communicate in English.

To help the exchange student learn English, here are some suggestions for host families:

- encourage the student to answer the home phone
- dictate grocery lists and have the student write down the items
- expose the student to English television programs, movies and music
- play games, such as Scrabble or cards, that develop vocabulary and encourage communication

When learning a second language, people tend to tire very quickly. It is recommended that Nova Scotia students give their exchange partners the opportunity to be alone, to sleep or to play sports and participate in non-conversational activities.

Friends

Nova Scotia students should introduce their exchange partner to their circle of friends. During the exchange period, the Québec exchange student will make their own friends and this will allow both partners to spend some time apart which is conducive to a positive exchange.

4.3 SCHOOL LIFE

When the Québec student attends school in Nova Scotia for the first time, the first person they should meet is the liaison teacher, followed by school administration and the guidance counsellor. Nova Scotia students should provide a tour of the school and inform their exchange partner of the school rules, routines, timetable, cafeteria and gymnasium. Until a timetable is established, the Québec student should attend the classes of their Nova Scotia exchange partner. Once the Québec student's timetable is complete, Nova Scotia students should accompany their exchange partner to their classes for the first time and introduce them to their teachers.

4.4 EMERGENCY SITUATIONS

In the event of a declared disaster or emergency, the host family has a responsibility to provide safety and security for the exchange student until the Department of Education and Early Childhood Development can make arrangements for their transportation home. The exchange student and their host family should attempt to contact the Provincial Coordinator to confirm their safety. The exchange student should also contact their family in Québec as soon as possible. The Provincial Coordinator will make every effort to contact the exchange student and their host family as soon as possible.

4.5 ROLES AND RESPONSIBILITIES DURING THE EXCHANGE PERIOD IN NOVA SCOTIA

The Provincial Coordinator will:

- coordinate communication among the various parties involved in the program
- coordinate the reception and departure of Québec students in Nova Scotia
- conduct periodic evaluations of the exchange with the help of the liaison teachers and students
- provide mediation between parties involved in the program, if necessary

The principal will:

- welcome visiting Québec Exchange coordinators and student(s)
- provide assistance with scheduling to participating Nova Scotia and Québec students
- mediate at the school level
- waive any school-level registration fees for the Québec exchange student(s)
- ensure that visiting Québec student(s) receive their Nova Scotia report card before they return home in December

The liaison teacher will:

- act as a liaison between exchange students, their host families, the Provincial Coordinator and the French Second Language Coordinator
- welcome visiting Québec student(s) on their first day and organize a tour of the school
- assist visiting Québec student(s) with course selection
- maintain regular contact with the visiting Québec student(s) and the Nova Scotia host student

- help prepare the Nova Scotia student(s) for their exchange period in Québec
- assist Nova Scotia exchange student(s) to develop written plans with teachers for the completion of required coursework
- hold on-going discussions with the Nova Scotia participating student(s) to ensure their continued academic progress and ability to manage their course requirements before they leave for their exchange period in Québec

Participating students will:

- be present for their Québec exchange partner
- develop written plans with teachers for the completion of required coursework
- comply with all rules related to the program

Parent(s)/guardian(s) will:

- commit to ensuring the custody, supervision, and education of the visiting student, under conditions that are in the student's best interests and that respect the student's rights
- meet the Québec exchange student at the Halifax Stanfield International Airport upon their arrival in Nova Scotia, and accompany them back to the airport on the day of their return flight
- provide a warm and welcoming environment
- treat the exchange student as part of the family and invite and encourage participation in family events
- provide three balanced meals a day and laundry facilities
- clearly explain house rules and expectations
- provide suitable cultural and recreational experiences (this may include travel within the province, local sight-seeing, etc. – costs should be covered by the host family)
- host the Québec student in a completely Anglophone context and use English to communicate when engaging in family activities (i.e. television shows, conversations, etc.)
- inform the parent(s)/guardian(s) of the visiting Québec student, the Provincial Coordinator and the liaison teacher if they wish to travel to another country during their hosting period, and ensure all agree to the arrangements
- devote time to spend with the Québec student, while at the same time allowing the student a certain degree of autonomy
- ensure that teachers are aware that their own child will be absent during the three-month exchange period in Québec
- ensure that their own child has adequate medical insurance coverage for the three-month exchange period in Québec

5 EXCHANGE PERIOD IN QUÉBEC

5.1 INSURANCE

The parent(s)/guardian(s) of Nova Scotia students are responsible for obtaining any desired medical and liability insurance.

The Canada Health Act requires that the provinces and territories extend medically necessary hospital and physician coverage to their eligible residents during temporary absences from the province or territory (see: <http://www.hc-sc.gc.ca/hcs-sss/medi-assur/faq-eng.php#a8>). Sometimes there is a requirement for patients to pay 'up front' and seek reimbursement from their home provincial or territorial health insurance plan. The provision of additional benefits (e.g. prescription drugs, ground and air ambulance services) that provinces and territories provide are generally **not** portable outside one's home province/territory.

Most private health insurance plans provide coverage for ambulance services, prescription drugs and other additional benefits provided outside the home province/territory. The Department of Education and Early Childhood Development recommends that parent(s)/guardian(s) obtain supplemental medical insurance for their child for the duration of the exchange period in Québec if they do not already have adequate coverage through a private plan.

Parent(s)/guardian(s) should also notify their insurance company that an additional person will be living in their home for a period of three months.

5.2 PREPARATION FOR DEPARTURE

Preparation Suggestions

After the Québec exchange partner returns home, Nova Scotia students will need to complete the final preparations for their own departure. The following are some suggestions to help prepare:

- students may want to start watching French television and listening to French radio
- students should ask their exchange partner about the local weather for the duration of the exchange, and pack accordingly
- if a student has been asked to provide a presentation to their class upon their return from Québec, they may wish to consider what items they want to collect to include in their presentation
- students might consider giving their Québec host school a tentative list of courses they would like to take (keeping in mind possible restrictions)
- students should determine the frequency in which communication with their family and friends will take place while they are away
- families should develop a weekly/monthly budget for personal expenses and discuss which form of payment students will be using most, i.e. cash, credit, debit

- students may wish to have medical and dental checkups done prior to departure
- students should ensure that they have all necessary medications for the entire exchange period

Departure Documents

At the time of departure, Nova Scotia students should have with them:

- a copy of their electronic plane ticket (it is important that students check with the air carrier prior to departure to ensure that there are no schedule changes)
- their Nova Scotia health card
- details of their insurance coverage and emergency contact information
- a passport or government-issued photo identification card
- sufficient funds for their travel (a bank card is recommended)

It is suggested that students have a suitcase with wheels to better facilitate transportation. It is also very important that baggage is labelled with student's name, and Québec exchange partner's address (and for the return trip, be sure to change this to the Nova Scotia address).

5.3 WHILE IN QUÉBEC

Arrival

The first few weeks in Québec may be a challenge as Nova Scotia students will be surrounded by new people and situations, and all communication will be in French. As they are becoming familiar with the area and family, students shouldn't hesitate to ask people to repeat information and names. It is important for students to indicate if they have not understood what is being said.

When students arrive, they should ask about the host family rules and expectations regarding mealtimes, dietary restrictions, chores and daily household schedules.

Communication with Home

If Nova Scotia students are using their host family's phone to call home, they should organize payment for their long-distance charges.

Texting and social media are popular ways of staying connected with home, but should only be used when appropriate. Students may compromise their exchange experience by spending too much time on their cellphone and/or social media.

Friends

The Québec exchange partner will introduce the Nova Scotia student to their friends, as well as people at school and in the community. It is important for students to try new activities and be open to meeting

new people and making new friends. Keep in mind that new friendships take time and may be challenging while Nova Scotia students are still developing their French.

Language Learning

When improving French language skills in a total immersion setting, it is important for students to be patient. It is not possible to become bilingual overnight, so students must give themselves time and permission to make mistakes (as this is how most people learn). It is also important for students to ask questions as their fluency will improve as people help with diverse vocabulary and structures.

When students do not know a word or phrase in French, it is natural for them to use English or a literal translation. Research in linguistics has determined that translation to English merely strengthens the English brain center. To learn and develop the French language, students must use French in all aspects of their daily life. To take advantage of the language aspect of the exchange, students must be ready to:

- ask people to repeat themselves if they haven't understood
- learn the French names for objects
- learn and use French phrases that express common ideas
- refrain from translating into English

5.3.1 HOME LIFE

While in Québec, it is important for Nova Scotia students to adjust to living with their host family. Their host family may have unfamiliar customs and traditions but it is important to keep an open mind and try new things to gain the most from the exchange experience.

Nova Scotia students can better integrate into their host family by spend time with the host family and sharing traditions from home. The Québec host family will want to learn all about the Nova Scotia exchange student, their family, their home community, their culture and customs.

Nova Scotia students should acknowledge and show appreciation when the host family does something nice for them and they should offer to help around the home. Most families assign chore(s) to each family member and they will likely expect Nova Scotia students to do their part. Even if the host family is reluctant to assign chores, students should volunteer themselves and ask what can be done to help.

The Québec host family may have different views on religion than the Nova Scotia student's own family. If this is important to the Nova Scotia student, they should discuss it with their host family prior to their arrival in Québec and make necessary arrangements.

5.3.2 SCHOOL LIFE

When Nova Scotia students arrive at the Québec school for the first time, they should have their exchange partner introduce them to the liaison teacher and the administrative staff.

Students may not receive a timetable right away and until it is finalized, they should attend their exchange partner's classes.

Québec schools may not be able to meet Nova Scotia students' exact needs regarding course selection, as their system is quite different from the semester system in Nova Scotia. Students should take advantage of all that the Québec school has to offer and request courses that they cannot take in Nova Scotia. Students should discuss any scheduling concerns with their liaison teacher in Nova Scotia who may refer the issue to the Nova Scotia guidance counsellor. With agreement from the student and parent(s)/guardian(s), the Provincial Coordinator will request that the Nova Scotia student be excused from English classes while in Québec as this time may be used more productively to focus on other academic work. Although this option cannot be guaranteed, it is usually possible.

Clubs and teams can offer students the chance to make friends. It is suggested that students get involved in clubs and teams during their first week at school.

Students should remember that they are in Québec as an exchange student and an ambassador for Nova Scotia. During the exchange period, they are expected to attend school on a regular basis, put forward their best effort with regards to schoolwork and demonstrate a positive attitude.

5.4 ROLES AND RESPONSIBILITIES DURING THE EXCHANGE PERIOD IN QUÉBEC

During the exchange period in Québec, **participating students will:**

- meet expectations, of both their host family and their Nova Scotia family, regarding appropriate behaviour and conduct and comply with the Provincial Code of Conduct policy (found at <https://www.ednet.ns.ca/sites/default/files/pubdocs-pdf/provincialschoolcodeofconduct.pdf>)
- respect the house rules of their host family in Québec and contribute to the completion of daily chores
- be respectful and polite at all times
- bring any required medication
- make every effort to communicate in French to the best of their ability and limit conversation in English
- accept the schedule offered by the host school recognizing that Québec schools do not have a semester system and do not offer the same programs as Nova Scotia
- attend all classes and attempt to complete coursework assigned by the host school

During the exchange period in Québec, **parent(s)/guardian(s) will:**

- ensure their child is provided with sufficient funds for personal expenses for their three-month stay in Québec (\$500-700 is usually adequate)
- ensure their child has any required medication(s) and communicate with host family about child's medical needs, if needed
- ensure that their child has adequate medical insurance coverage for the three-month exchange period in Québec

- encourage their child to continue with the exchange, even though initial difficulties in adapting may be experienced
- inform the liaison teacher and the Provincial Coordinator (cultural.exchange@novascotia.ca) before any travel arrangements are made, if the Nova Scotia student must return home before the end of the exchange period
- inform the liaison teacher of any major difficulty their child may encounter during the program
- not request a new host family once the exchange program has commenced - if a situation arises that cannot be resolved, the Provincial Coordinator will investigate the situation by consulting all parties involved

During the exchange period in Québec, **the liaison teacher will:**

- complete early and mid-term phone check-in/evaluations with Nova Scotia students

During the exchange period in Québec, **the Provincial Coordinator will:**

- make travel arrangements and accompany Nova Scotia students to Québec
- communicate with Québec host schools to coordinate the Nova Scotia students' schedules

6 RULES AND EXPECTATIONS

6.1 GENERAL

The rules outlined below are part of the commitment that participating students and their families must make before participating in the Nova Scotia-Québec Student Exchange Program.

- It is essential that every member of the host family be supportive of the exchange program and committed to its success. It is important that each member of the family agree to participate in the exchange and actively support the new member of their family for the three-month period.
- Students and their parent(s)/guardian(s) must respect religious and cultural differences and be willing to adapt to a different lifestyle. The Nova Scotia student must also respect the customs and beliefs of their Québec host family.
- The Department of Education and Early Childhood Education reserves the right to dismiss any student who fails to uphold any of the rules contained within the Provincial Code of Conduct policy. In the event that a student is dismissed from the program, the Nova Scotia parent(s)/guardian(s) are responsible for all additional expenses incurred, including return transportation costs.

6.2 FOR PARTICIPATING NOVA SCOTIA STUDENTS

While living in Québec:

- students must comply with their host family's rules (meal times, curfews, etc.)

- use of drugs and/or alcohol is strictly forbidden
- students are forbidden to drive a motor vehicle during the exchange period in the province of Québec
- travel is only permitted if it is with adult members of the host family, the program coordinator, or is an outing supervised by a teacher from the host school - for all other travel arrangements, including international travel, students must obtain written permission from the Nova Scotia Provincial Coordinator and their parent(s)/guardian(s)
- employment is not permitted during the exchange period
- students must comply with the school rules, even if they differ from those of their home institution

7 CONTACT INFORMATION

Questions and concerns about the exchange can be addressed by the Nova Scotia Provincial Coordinator, who may be reached at the following addresses:

Email: cultural.exchange@novascotia.ca

Mail:

Provincial Coordinator of Nova Scotia – Québec Student Exchange Program
Department of Education and Early Childhood Development
French Second Language Division
Brunswick Place
2021 Brunswick Street
PO Box 578
Halifax, Nova Scotia
B3J 2S9