



School District # 22 (Vernon)

USE OF PERSONAL INFORMATION CONSENT FORM **HOST FAMILY**

Introduction:

According to BC Freedom of Information and Protection of Privacy (FOIPPA), organizations in the public sector must obtain the consent of individuals for the collection, use and disclosure of their personal information. School District No. 22 (Vernon) (The School District) maintains, through School District Bylaw No. 6, practices for the management of personal information. If you have any questions concerning our policies and practices, you are welcome to contact the Superintendent of Schools Office.

Purpose of Collection of Personal Information:

Our School District must use or disclose your personal information only for the purpose for which you give consent. Even with consent, we have to limit collection, use and disclosure to purposes that a reasonable person would consider appropriate under the circumstances. The School District collects personal information from our host families in order to:

1. Maintain a file of your personal information, to allow us to match your family with international students;
2. Issue payments to you for the service you provide as homestay hosts for international students;
3. Contact you for the purpose of informing you of meetings, changes to our policies, or to communicate any other important information pertaining to your services as a homestay host;

In the event you are matched with a student, The School District will disclose information about your family to:

4. The international student with whom your family is matched, their family and, if applicable, the agent acting on their behalf in their country of origin;
5. Third-party organizations that are also involved in your international student's stay in Canada. These organizations may include, but are not limited to, schools, universities and tour companies;
6. Other host families, in the form of a contact list, for the purpose of facilitating communication between host families and/or to allow students to contact each other

during their stay. Please inform your Homestay Coordinator if you do not want to be added to this list.

The School District will obtain your consent for any other purpose not listed here.

You do not need to provide personal information that is not essential to The School District's purposes of collection, use or disclosure. Should you, at any time, withdraw your consent for The School District to collect and disclose of your personal information, your file will be removed from our electronic system and all hard copies of your information will be destroyed.

Request for Information and Corrections:

You have a right to see the personal information that our School District holds about you and to correct any inaccuracies. This may be done in writing by completing our Request for Personal Information form.

Complaints and Recourse:

There is oversight, through the Office of the Information and Privacy Commissioner of the Province of British Columbia, to ensure that the law is respected, and redress if people's rights are violated. Your avenues of complaint include The School District's complaint procedures, those of industry associations, regulatory bodies, and the Privacy Commissioner of BC.

Consent:

I hereby give consent to The School District, as outlined in this document. I have had a chance to discuss this document with a representative from The School District.

HOST FAMILY NAME (please print clearly)

SIGNATURE

DATE

WITNESS NAME & ADDRESS (please print clearly)

SIGNATURE

DATE