



OZMUTES

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AU PAIR AGENCY

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GENERAL NOTES FOR GUIDANCE - Information for the Host Family and Au-Pair -

What is an Au Pair?

The Au Pair scheme is an arrangement under which an unmarried person (usually a girl) aged 17 to 27 inclusive, without dependents, may come to the United Kingdom to learn English and live as a member of an English-speaking family for a maximum of two years. The Home Office decides which countries may participate in this scheme.

In return for help with the children and light household duties, the Au Pair receives board and lodging (and her own bedroom), and facilities for study. That is to say, an Au Pair is a working student.

All Au Pairs come with references, and we try to match personalities and abilities with the requirements of the family.

Duties of the Au Pair:

An Au Pair is not a trained nanny or housekeeper and her duties should be limited to general housework such as vacuum-cleaning, dusting, washing, ironing, making beds etc. She is also expected to assist with the children's tea and bath time and with the preparation and clearing of the evening meal.

The Au Pair can also be asked to do some baby-sitting, and to take and collect children to and from school. The Au Pair, however, should not be expected to work all day during school holidays. For this time, working mothers should organize extra help.

Hours to be worked: (per week-maximum)

	<u>Per day</u>	<u>Per week</u>
* Demi Pair	3	15
* Au Pair	5	25
* Au Pair Plus	8	34
* Mother's Help	8	40

An Au Pair plus has the same duties as an Au Pair. In addition, she will work three afternoons per week for a maximum of three hours per afternoon.

A mother's help, carries out similar duties to those of an Au Pair plus. She may work 4 ½ or 5 full days according to pocket money.

Number of nights baby-sitting per week:

* Demi Pair	1 - 2
* Au Pair	1 - 2
* Au Pair Plus	2 - 3
* Mother's Help	3 - 4

Learning English:

An Au Pair comes to England to improve her English. The family should be prepared to work with the Au Pair to establish effective and friendly communication from the start.

Au Pairs must be allowed time off to attend English classes. The Au Pair pays her own course fees.

Pocket money:

As well as free accommodation and meals, the family must provide the Au Pair with pocket money to enable her to cover her own personal living expenses and to entertain herself during her free time. The amount is at the discretion of the family according to the Au Pair's duties and hours, but suggested minimums are:

Rates of pocket money: (per week-minimum):

* Demi Pair	£ 55
* Au Pair	£ 75
* Au Pair Plus	£ 90
* Mother's Help	£105

Free time:

The Au Pair should be given two complete days off per week to enable her to visit places and friends. She should also have some evenings free, as well as some hours each morning or afternoon.

Travel to England:

The Au Pair will pay for her journey to England, though the family should be prepared to make arrangements to collect her from any reasonable point of arrival if necessary.

If it is inconvenient for the family to collect the au-pair, our agency will do it on the family's instruction, for a charge.

Insurance and medical care

The family should have household insurance to cover any loss or damage either to the Au Pair's property, or to cover any accidental damage caused by the Au Pair.

The family should encourage the Au Pair to register with the local health center for medical care.

Notice period

In the unlikely event of incompatibility between the family and the Au Pair, the Au Pair should be given at least one full week's notice. Similarly, the Au Pair should give at least one week's notice to the family.

In the event of instant dismissal, the family will be responsible for the costs of accommodation for a period not exceeding one week from the day of dismissal.

**Being flexible
is necessary for a successful relationship
between family and Au Pair**