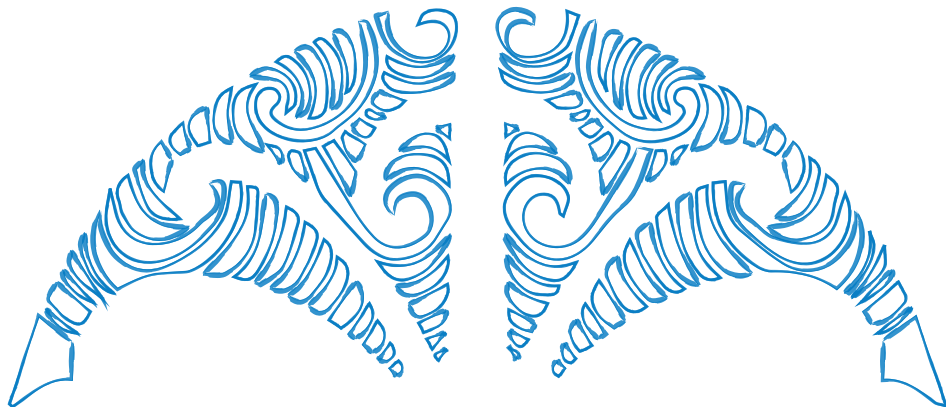


HAERE MAI

WELCOME TO NEW ZEALAND Student Handbook 2017





AFS New Zealand is a volunteer-driven, non-government, not-for-profit organisation that provides lifelong intercultural learning opportunities in local and global communities, helping people develop the necessary values, skills and knowledge to foster the aroha, manaakitanga and respect needed for a more just and peaceful world.

He rōpū tūao a AFS Aotearoa, aa, ehara i te rōpū kāwanatanga, i te rōpū mahi moni. Ko tāna mahi he hoatu wāhi kia taea ai te ako mō ake tonu atu i te āhua o ten oho o te iwi i konei, i tāwāhi me te hoatu āwhina ki te whakapakari i ngā uara, ngā pūkenga me te mōhiotanga e tika ana ki roto i te iwi mō te aroha, te manaakitanga, te whakaute e matea ana kia tōtika atu ai te a o whānui, aa, kia kaha atu ai te kitea o te rangimārie.

REMEMBER

Please be sure to bring this booklet with you to New Zealand as you will need to refer to it often and read the sections more than once.

AFS Intercultural Programmes NZL Inc. has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students implemented by the New Zealand Ministry of Education. Copies of the code are available on request from the Ministry of Education Website at www.minedu.govt.nz





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WELCOME TO



NEW ZEALAND
OR HAERI MAI - {PRONOUNCED - 'HI-RE-MY'}



CONGRATULATIONS!!

You are about to start your own unique AFS adventure. You have chosen to come to NZ to learn about our customs and language, but also to share with your host family, your school and your local AFS community something about yourself and your cultural heritage.

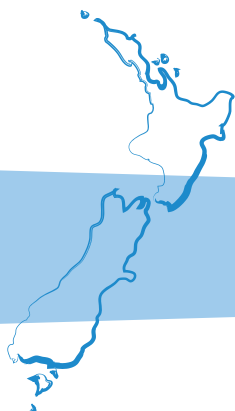
You will have the opportunity to establish lifelong relationships, enjoy the benefits of improving your English, learn about NZ life in your host community and experience a unique culture. Your AFS experience will be a time of personal growth. It will have its good and not so good times and it will demand your effort and interest in adapting to a different way of living.

AFS NZ is here to support you and your host family. We encourage you to participate with your local AFS community and join in their activities. Enjoy your time in NZ and make the most of the opportunities open to you. We know that you will have a rewarding AFS experience.





ABOUT AFS NZ



AFS NZ is made up of about 200 volunteers ranging in age from younger returnees to older parents and their families. Volunteers are organised into local communities who are active in organizing AFS gatherings and fun events.

AFS NZ National Office is located in Wellington. The staff oversee, advise and guide the work done by the volunteers. AFS has recently celebrated its 65th anniversary in NZ.

STREET ADDRESS

Level 8,
35 Victoria Street,
Wellington 6011

POSTAL ADDRESS

PO Box 5662,
Wellington 6145

OFFICE HOURS

9:00am - 5:00pm
Monday - Friday

TEL (04) 494 6020

FAX (04) 499 8671

WEB www.afs.org.nz

After Hours Emergency Contact: 021 707 923

This book is your guide to being an AFS exchange student in New Zealand. Please read it and talk about it with your family. If you can't find the information you need from this book or if you are unsure about anything – ask somebody within AFS or your host family.

Within a week of arriving in New Zealand you will be introduced to an AFS Support Person whose job is to keep in contact with you and help you settle into your new country. Don't be afraid to ask them anything, they will understand.

Remember you will feel homesick at times. Communication across cultures is not easy; you may find the language difficult and the people strange. These are normal feelings.

Come to New Zealand ready to take the good and the bad, and be proud of what you have achieved.

Above all, enjoy yourself, and read this book to make sure you know the AFS rules so that you can make the most of your year.

National Director
Doris Cuthell

Programme Manager
Diana Rennie



LIFE IN

NEW ZEALAND SURVIVAL TIPS



There really is no typical New Zealand family. New Zealand is a country formed by migrants from many different countries and we take pride in our diversity and the different traditions that arise from it.

We often say we are bicultural as we are referring to Maori and European New Zealanders. The Maori people are indigenous to New Zealand i.e. they were living here when Abel Tasman, a Dutch explorer discovered New Zealand in 1642. Later, in the 1700's, Captain Cook, sailed to New Zealand to map the country. As a result, many people emigrated from the United Kingdom to settle in New Zealand. Today, we are a country made up of many cultures, this is what is called multiculturalism. Amongst the many nationalities living in NZ we do have a very large population of polynesian people from the Pacific Islands plus many others from Asian countries.

You can learn more about some of the different cultures in New Zealand here: <http://www.teara.govt.nz/en/browse/page/themes/19132>

Your host family may come from any of these cultures so be prepared to embrace not only learning about New Zealand but learning about the different cultures that make up New Zealand. One of the purposes of AFS is to have people from different cultures meet and come to understand, accept and embrace our differences.





PLACEMENT REALITIES

Much of New Zealand is rural and some parts of the country are very isolated. Up to 80% of placements are rural with many of these being on farms.

You may not be within walking distance to a shop, or your school and you could be several hours away from a main centre (Auckland, Wellington, Christchurch & Dunedin). Public transport, such as trains and buses will be less available than in your home country.

The Importance of saying "Please " and "Thank You"

It is VERY important to be polite in New Zealand. Most people put a very strong importance on manners and expect you to say 'please' if you are asking them for something and 'thank you' if they do something for you. You will repeat these words many times a day. Both of these words are part of everyday conversation. Even if you find it hard to say what you want, using these words will help you. If you do not remember to say 'please' or 'thank you', you might be considered rude and unappreciative of the other person.



MEALS

Meals are usually eaten between the following times



BREAKFAST
7:00am - 9:00am

LUNCH
12:00pm - 2:00pm

DINNER (TEA) AFTER
5:30pm

At school there are breaks at mid morning and lunch time.
In your host family, dinner will usually be the main meal and is often a time when the family is together.

TYPICAL FOOD

BREAKFAST

Cereal with fruit, milk or yoghurt, and/or toast with butter/jam/honey; some families may have cooked food such as bacon and eggs.

Lunch

Sandwiches/bread rolls (fillings typically consist of meat, tomatoes, cheese, lettuce), biscuits or muesli bars, and some fruit for morning interval. Most students take a packed lunch to school, which they make at home.

Most schools have a shop that sells hot/cold foods. If you choose to buy your lunch at school, then you will have to pay for it.

Afternoon tea

Some crackers, cake, biscuits or fruit.

Dinner (tea)

Meat, fish, or chicken, potatoes, pasta, bread or rice, salad, vegetables and sometimes dessert (pudding) or fresh fruit.

Drinks

Tea, coffee, fruit juice or water, is usually drunk at any meal time.

Most families who host students try very hard to cook food they think you will like. If you are served food that you don't like, or that you cannot eat for health reasons or religious reasons, discuss this with your family. Don't be afraid to try new foods.



TAKING FOOD FROM THE REFRIGERATOR

Ask your family if they have a rule about taking food from the refrigerator. Try to be considerate about what you eat - someone else may want to use the food for something special.

TIPS:

Ask permission from your host family before you eat something

ELECTRICITY

In New Zealand the voltage is 240V. You may wish to bring an electrical adapter with you if you are carrying any electrical appliances i.e hair dryer.



HOUSEWORK

In most families everyone, both male and female, share the household duties. You may be asked or expected to help daily with some jobs around the house. It is very unusual for New Zealand families to have a housekeeper/maid.

For example:

- Preparing the vegetables for dinner
- Washing and drying dishes
- Bringing firewood and coal into the house
- Taking out rubbish bins (garbage)
- Mowing lawns
- Vacuuming the carpet
- Cleaning the bathroom
- Washing your own clothes
- Setting and clearing the table.

FIRE DANGER

Many families will provide an electric blanket which sits on the mattress of your bed. It warms the bed for you before you get in.

It is dangerous to sleep with your electric blanket turned on. It should be turned off before you go to sleep and it should remain off during the day.

BATHROOM/SHOWER

Homes have baths or showers or both. Some homes may have only one bathroom so you will need to be considerate about how much time you are in the bathroom.

Hot water supply is often limited so ask when it is a good time to have a bath or shower. The hot water may run out if you have a long shower or full bath, so you will have to consider other members of the family. No one wants a cold shower or bath.

CLOTHING



Your host family will be the best people to tell you exactly what you will need. Before you arrive in NZ write to your host family and ask what clothes you need to bring.

- Bring warm clothes to wear inside and outside during winter. Homes are not usually centrally heated, and warm clothing can be expensive.
- Clothing worn in tropical countries can be worn in New Zealand during the summer months.
- New Zealand is famous for having changeable weather; therefore you should be prepared for any conditions! Also, the weather is considerably warmer in the north than the south. Summer average temperature: 20-30 degrees, winter average temperature: 5-15 degrees (centigrade).
- Many schools require students to wear black lace up shoes. Bring a pair with you as they can be expensive to buy here. Most schools have a school uniform which you will need to purchase

FARMWORK

New Zealand is a very rural country and many AFS students will be hosted on farms. Most New Zealand farms involve the whole family and you will be expected to help out too. Some things you may have to do are:

FEEDING THE STOCK (ANIMALS)

MAKING HAY

GENERAL FARM CHORES (CAN BE HARD WORK)

CELL PHONES



Most New Zealand teenagers have pre-paid cell phones. Text messaging is the cheapest way of keeping in contact with one another.

The use of cell phones is restricted at school. Cell phones interrupt lessons and can be distracting to class members. You should check with your teachers at school to find out what the school policy is regarding cell phone use.

You will need to be respectful of your host family and not use your cell phone during meal times etc.

INTERNET USE

Many families have a home computer linked to the internet. You will need to discuss with your host parents the rules about use of the computer and internet. The internet in New Zealand is slow and expensive. NZ has band width caps which means you cannot have unlimited downloads like most other countries.

Do not spend long amounts of time on the internet. Ask your host family before you download anything onto their computer.

You must not enter into offensive web sites. These include illegal and pornographic sites. If you do this it will create issues between you and your host family, which may result in your removal from your host family or an Early Return.

Recently the law in NZ has changed. It is now illegal to download music, TV shows, films, books and games without buying them from legal sites. Peer to peer (P2P) file sharing of copyrighted files is illegal.

SPENDING MONEY

**Suggested amount of money to bring
(check the exchange rate before you leave home):**

Year Programme students' funds should amount to NZ \$3,000 during your stay

Semester Programme students' funds should amount to NZ \$ 2,000

Intensive Programme students' funds should amount to NZ \$1000.

If you wish to travel during your exchange you will need to bring more money. For example the North or South Island Tour with NZET costs approximately NZ\$1900 plus your spending money.

Host families do not get paid for hosting students and do not pay hosted students an allowance, nor are they expected to pay for the extra things that students want to have or do. Your natural family must provide your spending money.

Your natural family may need/want to send you money at intervals during your exchange, make the arrangements to transfer the money BEFORE you come to New Zealand. We recommend that you bring a credit card or (debit) card with you and access money through that as this is easiest. New Zealand has many Automatic Teller Machines (ATMs) in cities and towns, and card access to money is available 24 hours a day in most places.

YOU WILL NEED MONEY FOR:

Personal items (before leaving your country check with your host family about what personal toiletries they will provide and what you will need to buy yourself).

- Movies and entertainment
- Bus or train tickets (out of school time)
- Cell phone top up card
- Clothing
- School trips
- Gifts / presents
- Any travel you want to do
- Internet

THE COST OF LIVING IN NEW ZEALAND

If you are from South America or South East Asia, then New Zealand will be expensive by comparison. Here are a few examples of approximate costs of things in New Zealand dollars.

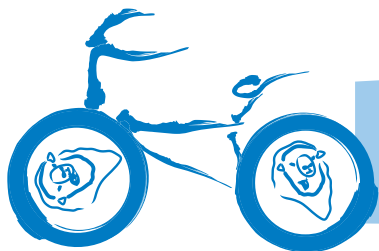
Movie Ticket	McDonalds Meal
\$12.50 - \$14.50	\$8.00
Digital reprints	Coffee
.40-.60cents each	\$3.50 cup
Bus ticket around town \$3.00	

SMOKING

- AFS NZL does not accept students who smoke.
- If you smoke whilst in New Zealand this could have a serious impact on the relationship you have with your Host Family.
- Please note that it is illegal to purchase cigarettes if you are under the age of 18. You will be asked for ID when you purchase them. It is also prohibited to smoke in most public areas, including schools, cafés and restaurants.



CYCLING



- Most NZ families own a bike. Talk to your host family about riding safely on NZ roads and bike security.
- All cyclists are required by law to wear a safety helmet.

VALUES

These are values that some Kiwi families may share:

Number 8 wire mentality:

This stands for ingenuity or adaptability. Number 8 wire was a commonly used wire for fencing which could be used to mend almost anything, hence becoming the symbol of adaptability.

Modesty

We often don't like to boast even when we have good reason to.

Informality

We are easygoing, relaxed, "the prime minister is just an ordinary person with a special job".

Down to Earth

We tend to be common sense people, who just "get stuck in" and do whatever needs to be done.



WE DON'T ALL SHARE THE SAME VALUES:

While not everyone holds these values, they are often recognised as being typically kiwi. Many of the values we hold stem from the fact that historically many were migrants, needing to make their way in a new land, and the characteristics that kept the pioneer people going.

MAORI VALUES



Maori people have been here for over 800 years. They make up about 15% of the population.

Whanaungatanga: The importance of relationships and family

Manaakitanga: Hospitality - encompasses reciprocal hospitality and respect

Kaitiakitanga: Close connection with the land and natural environment

Kotahitanga: The importance of being part of a group

You will find that Maori culture is a very important part of New Zealand life. Your school year may kick off with a powhiri (welcome ceremony) where you will be greeted with a hongi (touching of noses). Meetings are often begun with a karakia (prayer), and you might be invited to help prepare a hangi (traditional meal) and to visit a marae (meeting place). Take the opportunity to join your school kapa haka (Maori performing arts) group to learn the haka, poi dance, ti rakau (stick game), and much more.

Some useful Maori Words:

Kia ora Hello

Ka pai Good

Haere mai Welcome

Whanau Family

Kai Food

Aotearoa New Zealand

Pakeha Non Maori person

Tane Man

Wahine woman

Koha Gift/donation

Te reo Maori language

Wharepaku Toilet



TIP

Check out this website to learn more about Maori culture and customs

<http://www.newzealand.com/int/maori-culture/>

Learn how to pronounce basic some Maori words

<http://www.nzhistory.net.nz/culture/maori-languageweek/100-maori-words>

DID YOU KNOW?

Kiwis have been exploring, inventing and discovering since the first Maoris set foot on this land and can claim a long list of firsts from the jet boat and tranquilliser guns to bungy jumping and the Zorb.

In a history of firsts, Richard Pearce flew his home built plane some months before the Wright brothers, Sir Ernest Rutherford was the first to split the atom and Sir Edmund Hillary was the first to conquer Mt Everest.

Burt Monroe built his own motor bike and broke world land speed records that remain unbroken almost 50 years later.



These guys showed real kiwi ingenuity, an ability to suss things out and just get on with the job.



TIP

Read about 40 famous kiwis here

<http://www.nzedge.com/category/legends/>

You will find more useful facts about New Zealand here:

<http://www.newzealand.com/int/facts/>

LEARNING ENGLISH

It is very important that you try and learn English as much as you can. This will help you to communicate effectively and make the most of your experience.

Learning a language can be hard and you need to be patient about it. The best way to learn a language is to try, try, try it! Use English as much as you can, even if at the beginning you might only know a few words. If you make mistakes, the words are just not coming out or you can't understand, try not to get frustrated but give it another go the next day.

Ask people to give you guidance and to speak slowly so that you have a better chance of understanding them.

It is always nice to meet up with friends who speak the same language to you but continuing to speak your native language will not help you reach the goal of speaking and understanding English well. It can even be considered rude by those around you who may not be able to understand you, so try to keep it to a minimum.

If your level of English is low or you need extra support your schools will put you in an English as a Second or Other Language class (ESOL). These are classes with teachers who specialized in teaching English to non-English speakers and will provide

Resources for learning English

You might want to use the following apps to improve your language skills:



Duolingo - Free



Memrise- Free



Busuu- Cost



Learn English Grammar UK Edition - Cost



Babbel - Cost

Language

English, Maori and NZ Sign Language are the official languages of NZ, although 174 foreign languages are spoken, including many Polynesian and Asian languages.



KIWI WORDS

Here are some Kiwi words and phrases that you may find useful during your stay:

- **Bach** Holiday house
- **Bring a plate** Bring food to share
- **Bro** Male friend or relative
- **Bungy jumping** Jumping off bridges with a rubber band around your ankles
- **Bush** Native forest
- **Bushed** Exhausted
- **Chokka** Full
- **Crook** Unwell
- **Dag** Amusing person
- **Feed** Meal
- **Flat tack/flat out** Top speed
- **G'day** Hello
- **Gumboots** Waterproof boots
- **Hard case** Tough, but likeable person
- **Jandals** Rubber sandals, flip flops
- **Joker** Man
- **Kiwi** New Zealander
- **Mission** Adventure
- **Munted** Broken
- **No worries** Phrase indicating agreement
- **Paddock** Field
- **Pop over** No visit informally
- **Pressie** Gift
- **Rellie** Family member
- **Ring** To phone
- **She'll be right** Everything will be OK
- **Shout** Pay for your friends
- **Smoko** Coffee or tea break
- **Sweet as** Great
- **Suss it out** Work it out
- **Swot** Study hard
- **Tea** Evening meal
- **Togs** Swim suit
- **Tramp** Hike

TIP

You can find more NZ slang here:

<http://www.absolutebus.co.nz/kiwi-slang>

Common misconceptions about NZ From AFS students

"NZ HAS A SUBTROPICAL CLIMATE AND IT WILL BE LIKE PARADISE"

TRUTH:

The climate in NZ varies greatly - in summer you can expect to wear light clothing and experience temperatures around 25 degrees C. In winter there can be snow and in many areas it will average about 10 degrees C. Bring a selection of clothing as the weather across the country changes. NZ homes are not heated and because of the damp in the air you will need to have warm clothing.

"IN NZ I WILL LIVE CLOSE TO THE BEACH"

TRUTH:

NZ has many beaches but not all host families live close to them. Many AFS participants are placed on farms in rural areas and must travel some distance to get to the beach or even a large town! AFS students should come prepared to enjoy all the opportunities their host community offer - whatever that may be!!



TRUTH:

"NZ IS A SMALL COUNTRY AND I WILL EASILY BE ABLE TO SEE ALL OF IT DURING MY EXCHANGE"

Whilst it looks small on the map it takes about 12 hours to travel the length of each island by car. Host Families may be able to take you to some parts of NZ during holiday time but you may wish to take the NZET Tour which is offered by AFS to see the island that you are not hosted on!



"MY NZ HOST FAMILY WILL WANT TO SHOW ME A GOOD TIME. THEY WILL GIVE ME LOTS OF ATTENTION, TAKE ME WHERE EVER I WANT TO GO IN THE WEEKENDS, ORGANISE SPECIAL TRIPS FOR ME TO GO ALL OVER THE COUNTRY AND TREAT ME LIKE I AM SPECIAL"

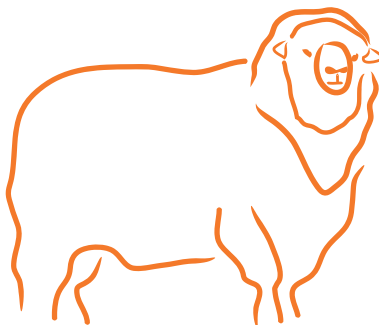
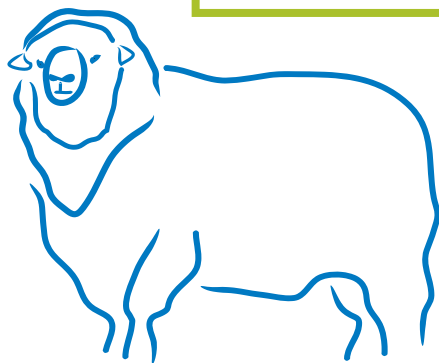
TRUTH:

Your host family chose to host you because they want you to live with them as a member of their family. They may not give you any more attention that they do their other children, if they have any. They will want to teach you about their way of life and hope you will share your culture with them too. They may not have the time or the money to take you wherever you want to go and they may not be able to organise any special trips around the country. They will involve you in their life - not change their life to show you a good time. They are not your tour guides any more than your own family is!

"IN NZ I WILL BE ABLE TO MEET MY FRIENDS WHENEVER I WANT TO"

TRUTH:

Your host family may live quite some distance from school and the local shopping area. You will have to plan ahead to meet your friends as they may live some distance away. You will need to talk to your host family and/or your support person about managing your social life.



"MY NZ HOST FAMILY WILL HAVE TWO PARENTS AND CHILDREN MY OWN AGE"



TRUTH:

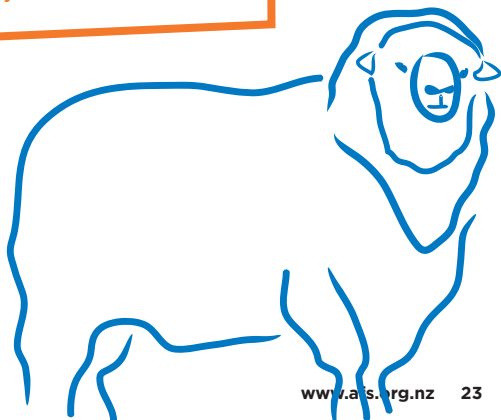
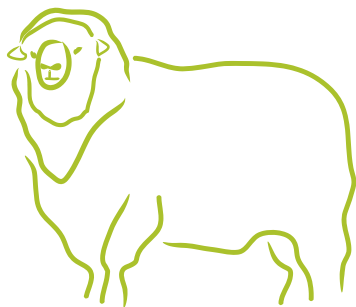
NZ host families come in all shapes and sizes. They may include two parents, single parents, grandparents, unmarried couples and gay couples. NZ families can also be childless. AFS NZ welcomes all these types of families as host families. You may be hosted by a retired couple with children no longer at home, a single mother with a very young child, or a young couple with no children. All host families are screened and selected on the basis of their ability to provide a warm and welcoming home to our students - not on the basis of their family make up.

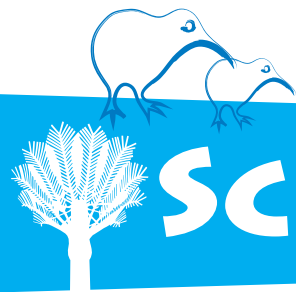
You may not have any siblings or you may have five. Having siblings your age can be rewarding and it can be challenging if there are great cultural or personal differences. Do not presume that having siblings your own age is the ideal placement. Keep an open mind.

"I WILL BE AWAY FROM MY PARENTS AND I WILL HAVE MORE FREEDOM IN NZ"

TRUTH:

You will be away from your parents in NZ, but you will have new ones!! Your host parents will treat you as they would their own children, not as a visitor or as an adult. You may find that you have no more freedom than you would at home. You may also find that your host parents are more strict than your own parents. You will have to tell your host parents where you are going, with whom and when you will be back.





SCHOOL LIFE

Most public schools are co-educational (both male and female students) but in most cities you will also find public single sex schools. Relationships between students and teachers might be more formal than in the United States and Europe but less formal than in Asia. Some things will be different and it will take time to adjust to the differences. Students are friendly but it takes time, effort and patience to make special friends.

Some school work is set to be done at home ("homework"), often taking some hours. It is important that you complete all homework.

The interest and motivation you show to your teachers and classmates will make school more fun for you.

Your school work and your attitude to school is a reflection on your country and on AFS. School attendance is compulsory in New Zealand and your attendance will be monitored.

Exams

National exams for all NZ high school students are taken in November so many classes are finished by early November. If you wish to sit NZ National exams (NCEA), you must pay the fee (NZ\$76.70 total). The NZ Qualifications Authority is under no obligation to give exam marks to students who have not paid the NCEA fee but schools will give an internal pass or fail of each subject taken if external exams are not sat.

School Participation or Subject Certificates

If you require certain certificates from your New Zealand school to re-enter school or university in your home country after your exchange- YOU need to organise this. It is not the responsibility of AFS NZL, your Host Family or AFS volunteers. Before coming to New Zealand find out what certificates you require and make sure you obtain them from your New Zealand school before you leave.

Extra-curricular (after school) activities

Extra-curricular and after school activities are an important part of school life in New Zealand. Join in school activities such as drama, music, Maori cultural groups or sport. Extra curricular activities usually take place in the evenings or weekends.

Uniforms

Uniforms are worn in most schools, but many schools allow ordinary clothing (mufti) for those students who are in the final year (Year 13). Students pay/ hire school uniforms but sometimes these are provided to AFS students by schools, host families or AFS chapters. Wearing second hand uniforms is OK. Usually you will not be allowed to wear jewellery, including body piercing or makeup, with your school uniform.

CURRICULUM INFORMATION

The education system and its curriculum is standardised which means most schools offer the same subjects.

AFS NZ will pay for the following school related costs for YP, SM and IP hosted students:

- School "fees"/donation where charged
- Subject costs (where applicable) for: English, Maths, Science (either General Science or one of Physics, Chemistry or Biology), Geography and History.
- Compulsory work book costs and text book hire for: English, Maths, Science (either General Science or one of Physics, Chemistry or Biology), Geography and History.
- One compulsory school camp/trip per year associated with any one of the subjects noted above.
- Travel to and from school for students using paid public transport.



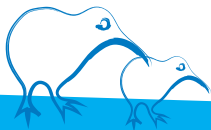
If you choose to take a subject different from above that has course/subject fees you will have to pay for these.

NOTE

Practical subjects such as photography and food technology may have high fee costs.

Examples of course fees

Computer Materials Fee	\$20.00	Classical Studies	\$15.00
Catering & Hospitality	\$50.00	Photography	\$400.00



AFS NEW ZEALAND REQUIREMENTS

In NZ community service/volunteer work is appreciated.

AFS NZ encourages you to contribute to your local community by helping others. Many AFS students do community work during school holidays or towards the end of their exchange when the NZ students are completing their national exams. Volunteer work in the local community puts you in contact with others you may not otherwise meet, helps you to keep busy and is a good way for you to give back to those who have helped you through out your AFS exchange.

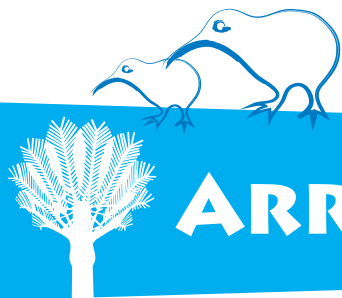
All Semester and Year Programme hosted students are expected to do meaningful community service during their exchange in their local host community.

This can be fun and educational for you. Spend some time researching the organisation that you would like to do your community involvement in.

Some suggestions are; build a relationship with your local primary or intermediate school, or use your own interests e.g. become a coach for a children's soccer team, assist in Homes for the Elderly etc.

Being involved in community projects will help you to learn about NZ culture and your hosting community, enable you to meet new people, promote the profile of AFS and bring variety to your exchange experience

You can request a letter from the community service organisation outlining the type of work and hours completed. This will be valuable to add to your Curriculum Vitae when you return to your home country.



ARRIVAL INTO NZ

When you arrive in New Zealand you will be met by AFS staff and/or volunteers at Auckland International Airport. You will know these people by their AFS clothing and the AFS sign they are holding.

Students will then travel directly to their host family either by plane, bus or private car. If their host family lives close to the airport they will be collected from the airport.

SUPPORT PEOPLE

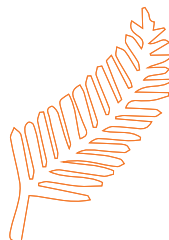
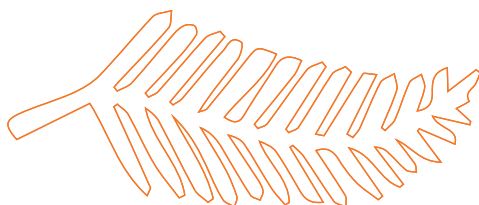
Within a week of arriving into New Zealand you will be contacted by an AFS support person whose job is to keep in contact with you and to help you settle into NZ. Your support person is the first person you should contact if you have any questions or problems. Don't be afraid to ask them anything - they will understand. Anything you talk about together will be kept confidential.

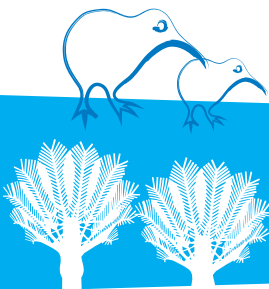
You can expect your support person to be in regular contact with you during your whole stay in NZ. Sometimes your support person will be working from distance and will contact you using regular skype/telephone calls. Local AFS person to person contact will also be made wherever possible.

Student's can also contact the
National Office Support Coordinator
Rachel.Ford-Hathaway@afs.org
at any time

Liaison person/family

Soon after arriving, you will meet the person/family who has been selected by the local AFS chapter to be your Liaison Person /Family. Not all students will have a liaison person/family - this will vary between areas. This person does not take the place of your Support Person, but is an extra friend.





ID CARDS

AFS will provide you with an AFS ID card and an insurance card. You should carry these with you at all times. The AFS Emergency Number is shown on the back of the AFS ID card.

School Identity cards

Your school will provide you with a Student ID card.

This will entitle you to student discounts on bus travel, train tickets, movies etc.

Community Involvement

Get involved with your AFS NZ community. You should attend local meetings and events plus any promotional activities for AFS NZ. Host families are also encouraged to become involved in local activities.

Speeches

Before you arrive in New Zealand, give some thought to what you would like to tell people about your home country; and your way of life. If possible bring posters, photographs, and part or all of your National Costume (**remember your luggage allowance of 20kg checked-in and 7kg hand luggage**).

There will be plenty of opportunities for you to share with your new AFS friends, other exchange students from all over the world, school groups and of course your host family.





ORIENTATIONS & ACTIVITIES

Year and Semester Programme students will receive two orientation sessions that they must attend during their exchange and these may be held in a camp format. There are no camps for Intensive Programme students.



Gateway Orientation will be held in regions four to six weeks after arrival. The costs are covered by AFS NZ.



End-of-Stay is locally or regionally held one or two months before departure. The costs are covered by AFS NZ.



Gateway and End-of-Stay orientations are compulsory, so please diary these as soon as you have the dates for them. Your support person will tell you when the orientations are.



NZET

(NEW ZEALAND EDUCATIONAL TOURS) BUS TOUR

For Year and Semester Programme students AFS offers optional 11 day bus tours of the North and/or South Islands in the April and September school holidays at a minimum cost of NZ\$1,900 per person per tour.

Money for the bus tour is additional to the spending money you have been recommended to bring. There are additional costs associated with the bus tours for special activities such as bungy jumping.

AFS is responsible for you and there are certain regulations you must follow at all times while on tour. You should discuss this with your Support Person and host family before you book the tour. More information will be available closer to the time of the tour.

For more information see:

<http://www.nzet.com/international-student-tours>

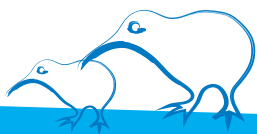
High Risk Activities

For legal and insurance reasons you must have signed consent from your parents for you to take part in high risk activities. Please ensure your parents have completed the High Risk Activity Waiver consent form and sent this to your home AFS office before you come to New Zealand.

Please remember that AFS New Zealand must know of the activities your parents don't want you to do.

Work

AFS students in NZ cannot work in salaried (paid) employment under the terms of their student visa. If you need some extra pocket money and you would like to do babysitting, mowing lawns, washing cars etc, then these activities can add to your experience. However, this work must not interfere with your school studies, family life and AFS activities.



MEDICAL EXPENSES

Please ensure you carry your AFS GMMI card with you at all times while you are in New Zealand. (This will be given to you by your support person within two weeks of arrival.)



AFS will pay full medical expenses for any accident or illness you might have while you are in New Zealand as long as it is not one that is excluded by the insurance company. i.e. a pre-existing condition that required treatment within 45 days before arrival into NZ"



If you need to see a doctor or are admitted to hospital, please inform your Support Person who understands the correct procedures for medical claims. To be reimbursed for medical costs you must send the Medical Care Report form and the receipts for any medication to 'Accounts' at AFS National Office. This must be done within 6 months of treatment. The Medical Care Report form must be completed and signed at the time of your visit.



AFS does NOT pay any bills connected with previous injury or illness that required treatment within 45 days before arrival into NZ, dental care, eyeglasses or routine medical examinations. Your natural family will have to send money to cover these costs. If you require treatment for any pre-existing condition, you must receive permission from your natural parents stating that they will pay for any costs, before you make an appointment with the doctor or dentist and you will be required to pay for such consultations yourself.

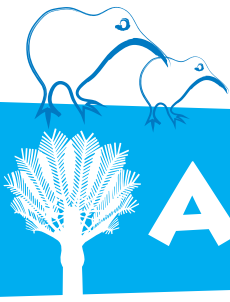
Travelling with Medicine

Any pills or medicine that you bring with you must be labelled in English. Doctors and NZ Customs must be able to read what it is for. If your medicine is not labelled in English, it may be taken away from you in Customs. If you are bringing prescription medication you must bring a letter from your doctor explaining why you need the medication. Carry this letter in your hand luggage so it can be easily presented at Customs if required.

Dental Care

Emergency treatment for the relief of pain only is covered by AFS insurance. The dentist would need to provide a letter regarding the treatment required and why it is an emergency. Routine dental treatment and care for orthodontics is not covered by AFS insurance.





AFS RULES

While in NZ, AFS has the responsibility and duty of care for your safety and well being. This includes legal responsibility for students. You have agreed to follow:

AFS rules

The law of New Zealand

Host family rules

School rules.

Failure to do so is reason for an Early Return to your home country. Read the following very carefully.



NO DRUGS

(including party drugs/pills)

“The possession or use of any illegal drug or the possession of any drug substance or paraphernalia, or the going to places or associating with people using these substances/paraphernalia will result in you being sent home immediately”.

AFS regards “Drug Involvement” as more than just personal drug consumption.

IMPORTANT

no exceptions or “second chances” will be given.

New Zealand laws regulate use of alcohol in New Zealand. No one under the age of 18 may purchase alcohol.

The legal drinking age is 18 years and over. It is illegal to purchase alcohol under the age of 18 years. You will be asked for ID. You may find yourself at functions where students are drinking. You must say “No” if you are underage.

If underage students are caught drinking in a bar or public place they may be arrested by the Police. Using a false ID to get into a bar or night club is breaking NZ laws. You will be sent home.



NO DRIVING

- AFS students are not permitted to drive cars or any other vehicles requiring a licence according to New Zealand laws, on public highways or any other public areas, nor can participants try to obtain a licence. If this rule is broken, you will be sent home. This policy is applicable even if you are of legal age and have a driver's licence from your home country.
- It is possible for permission to be given to students to drive farm vehicles on private property. You will need parental consent for this. You cannot drive any farm vehicles without obtaining permission first.
- AFS students are **NOT** permitted to drive farm vehicles on public roads. These vehicles should only be driven when necessary as part of the farm routine. Students may only drive on a farm if they are hosted there.

IF YOU DRIVE YOU WILL BE SENT HOME

The reasons for this **NO DRIVING** rule are as follows:

INSURANCE

A hosted student is not covered in an accident if they are driving.

If you break the law by driving and cause an accident you will be responsible for all costs.

SAFETY

Rules of the road differ from country to country, especially driving on the other side of the road.

You can only ride in a car driven by a person with a full drivers licence. Host brothers/sisters or friends who have a restricted licence must have a fully licensed driver in the car or they will not be able to drive you. If a restricted licensed driver is caught with unlicensed passengers the driver will be fined up to \$1,000.

NO HITCH-HIKING

AFS must know where students are at all times and this would not be possible if hitch-hiking was allowed. Students could meet with personal danger and they are not covered by insurance if they hitch-hike.

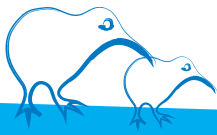
NO BREAKING THE NZ LAW

As an AFS Participant you are subject to the laws of NZ. Neither AFS nor your national government has the ability to protect the individual from arrest or punishment with respect to involvement in illegal substances or any other illegal activities.

Any student caught participating in any of the above acts will be sent home immediately without further discussion.

Information that comes to AFS via social media (Facebook, a participant's blog, Twitter, etc.) can be used as a reason for the participant's ER. AFS has no reason to doubt the veracity of information the participant's shares publicly on social media.





TRAVEL POLICY

AFS understands that participants will want to see some other areas of NZ whilst they are here. To ensure participant safety, it is important that AFS knows where participants are at all times and that any proposed travel falls with the AFS Travel Rules.

AFS New Zealand will only agree to give you permission to travel on weekends or in the school holidays. AFS is a school based programme and we will not allow students to miss any days of school.

Travel with Host Parents your school or with AFS

Your support person must know what your plans are, when and where you are going.

You do not need to obtain special permission from AFS National office when you are going with your host parent, your school or on a trip organised by AFS, unless you are going overseas. Host families may allow students to stay overnight with a family who live in their local community and who are known and approved by them.

INDEPENDENT TRAVEL

When a student travels to stay with a non AFS family

**When a student travels with non AFS groups
(eg. church, youth group, sports groups)**

When a student travels with their natural family or relatives

When a student is travelling out of NZ

Getting permission for Independent Travel

- Your host parents must give permission in advance
- Your Support Person must give permission
- You must ask your support person to contact AFS NZ National Office at least 3 weeks before travel - you will need to give them the full details of your travel plans e.g. destination, dates of travel, itinerary (including arrival and departure times of buses, trains etc) accommodation details including names, addresses and phone numbers.



- AFS NZ National office will contact AFS in your home country who - if they and your natural parents agree - will have the "Travel Waiver" form signed.
- Travel must not be booked until the "Travel Waiver" form has been signed. The earlier you get your application in, the earlier you will be able to confirm the travel
- AFS students cannot stay independently in backpackers or camping grounds without an adult approved by AFS.
- AFS NZ has the right to cancel a trip if the "Travel Waiver" does not arrive in time.

Travel with your Natural Family

If a visit is planned please arrange for it to occur at the end of the AFS programme. Please advise AFS NZ of any natural family visit at least 3 weeks before their arrival so that the necessary permission can be obtained.

- Natural families can visit you for up to 10 days
- No school can be missed as a result of the visit
- You must not expect your natural family to be hosted by your host family. If your host family invites your natural family to stay then that is fine but this must be agreed in advance.
- You can travel around with your natural family but you must have the travel waiver signed.

Travel out of NZ

Travel out of NZ is allowed when travel is with the host family, the host school or an AFS group. A Travel Waiver form must be signed.

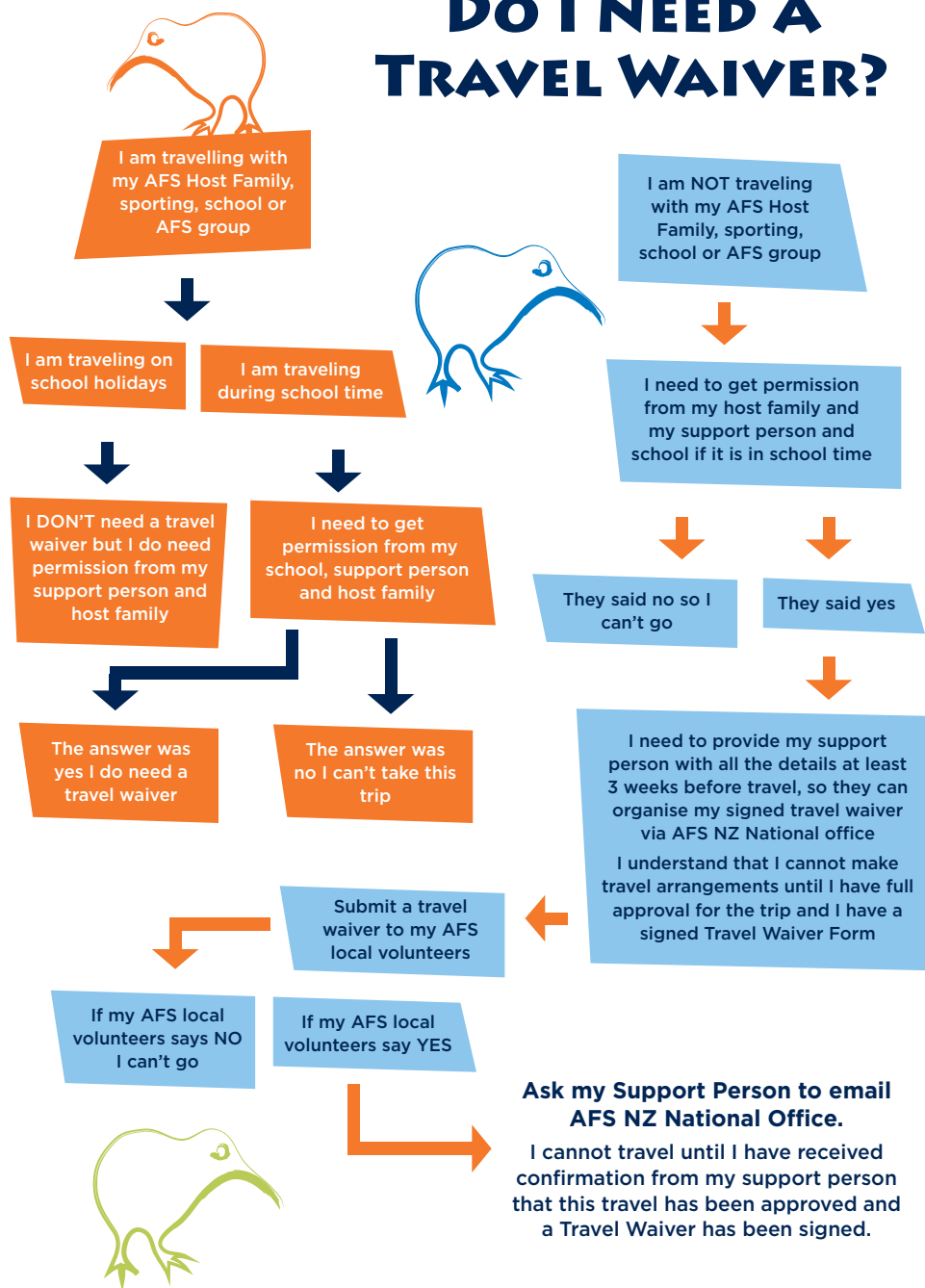
Students must check with AFS NZ National Office that their NZ student visa will allow them to return to NZ to continue the AFS programme. It is the students responsibility to ensure that they obtain any visitor visa that they may require for the country they intend to visit.

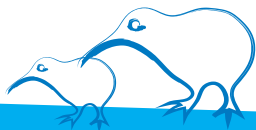
Additional, Important Information

Participants remain under the "**AFS Participation Agreement Terms and Conditions**" during travel.

Travel insurance is not supplied by AFS. Personal travel insurance is the responsibility of the participant. Participants will still be covered under AFS medical insurance but if they are visiting a non AFS country, AFS does not accept responsibility for the quality of medical care they may receive in that country.

DO I NEED A TRAVEL WAIVER?





YOU AND YOUR HOST FAMILY

New Zealand families are like families all over the world; some have a mother and a father, some have single parents, some are older while others are younger. You could be placed in a family that has come together through a second marriage; you may even be placed in a family with another exchange student from somewhere else in the world. The key is to be open minded about your host family's situation. Keep the following in mind as you begin to build a relationship with your host family:

- Many host families are of European, Maori, Asian or Polynesian descent, although our rich ethnic diversity means that you may be placed in a family of another ethnicity, whose first language may or may not be English.
- Accept that you will have to fit in with the lifestyle of a family different from your own. It may be hard at first but it is the most important part of your stay.
- Your host family wants to learn more about you and your country, and teach you about themselves and New Zealand.
- Be honest with your host family and ask them to be honest with you. Your family may be hesitant because they are afraid of hurting your feelings or embarrassing you.
- Host families will expect you to make an attempt to be a close part of the family and to take part in activities. Host families in New Zealand can be very interactive and if you spend a lot of time by yourself, your host family may think something is wrong. It is important for you to tell someone when you feel sad, lonely, and shy or have feelings of uneasiness.
- Consult with your family when planning activities. They will want to know what you are doing. This will make them feel you are a part of their life and they a part of yours.
- If you do not understand something or there is a misunderstanding, discuss it straight away. Let them know how you feel if something is bothering you.
- Your family has opened their home to you because they believe in the AFS mission. Showing your appreciation will mean a lot to them.

**There is a set of questions for you to discuss with your host family
on your arrival at the back of this book.**

REMEMBER

**If you are ever unsure about anything ASK someone for advice.
Ask your Support Person or host parents**

Parents

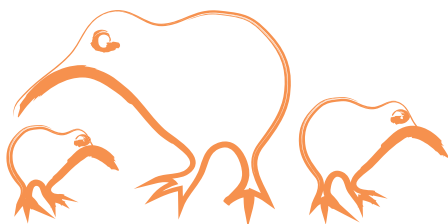
Whatever name you choose to call your host parents don't be afraid to talk about it! Some AFS students find it hard to call their host parents "Mum" and "Dad". Choose a name that is comfortable for you and stick to it.



Brothers and Sisters

If you have teenage host siblings, you may or may not get along with them. This might be because they feel a little jealous of you. Don't be surprised. They might think you're taking away a lot of the attention they have been used to.

The best way to help them over their feelings is to include them as much as possible in your activities and to let them know that they are important to you. If you have younger host siblings, they may "pester" you. Sometimes you may have to be like a parent to them. You will need to be patient!



Making friends and fitting in

Making new friends in NZ is one of the reasons you have decided to go on exchange. It can be fun meeting new people and sometimes it can be hard work. Making friends takes time. It requires effort. It requires patience. It also requires a smiling face. Even if you miss your friends at home, who have known you all your life, and with whom everything may come easy, be prepared to reach out to people here. Reaching out to others and letting them know you want their friendship is necessary if you are going to make a happy life for yourself in NZ during your exchange.

In NZ most young people belong to a group of friends. It is acceptable to have friends that are both boys and girls. Healthy relationships are built on equality and respect. Like your friends back home, many of these friendships have been developed over many years; but this does not mean NZ young people are not happy to make new friends.

NZ'ers may make friends through school, sport teams, clubs and religious organisations. They may also make friends in their neighbourhoods.

TO HELP YOU MAKE FRIENDS YOU MAY LIKE TO

- Remember to smile and to introduce yourself to people you meet.
- Take an interest in others.
- Observe others, especially young people at school. What do they talk about? What can you contribute to these conversations? If they are talking about music or television shows, you might like to find out more about them, so you can join in.
- Share your stories, but remember comparisons between home and New Zealand are not helpful, especially if you think things at home are always better. No one will like to hear how much better you think your country is than New Zealand.
- Ask for help in school, in finding your way around, in finding things to do, etc. Ask questions about New Zealand as well. This is a great way to meet people.
- Remember that friendships take time and the first person you meet may not become your best friend. It is better to talk to lots of people, and in time, a special friend may emerge.
- The amount of effort you put into making friends will increase your chances of success.
- Don't wait for friends to come to you: take the initiative.
- Consider joining a group or activity like a sport, a club, or a musical group.
- Talk with your family or AFS support contact for ideas if you are finding it difficult to make friends. They may be able to introduce you to young people with similar interests to yours or advise you on what young New Zealanders are like.



YOUR NATURAL FAMILY

AT HOME

We know you care a lot about your family at home.
They will want to know what you are doing but:

**Keep phone calls, text messages
and emails to a minimum**



Contacting your family once every couple of weeks and on special occasions should be enough. Constantly contacting your family will make it more difficult for you to adjust. Ask your family at home not to contact you too often.



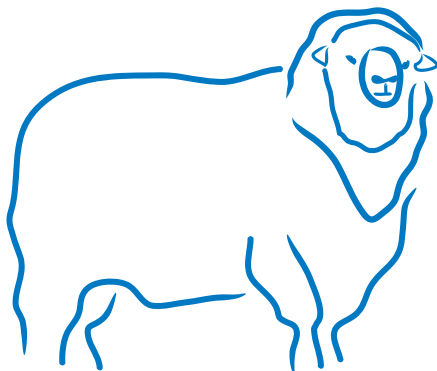


SAFETY

During your AFS exchange time, you will encounter many new and different situations. AFS provides a supportive environment to help keep you safe. The AFS New Zealand support system offers advice and help through your Host Family, Support Person, the volunteers in the chapter, written information (Haere Mai) and orientation camps.

The purpose of this information is to help address the concerns of you and your parents. However, it is important to remember that just as parents cannot totally protect their children from all harm, neither can AFS guarantee total safety; nor can AFS provide a manual with advice for every possible situation that a student might encounter, but through the local New Zealand support systems, we can help you acquire the skills needed to cope in complex situations.

Every country has people who have the potential to be criminals or violent. We know that it is not wise to be in certain places alone at night. It can be unsafe to behave in ways that attract bad attention. Have a discussion with your host parents about what is considered appropriate dress and ask them for relevant safety advice.



As a foreign student coming to New Zealand you will have your own set of 'common sense practices' which work in your own community. Just remember that you are now in a different country and it is important to learn from New Zealanders what behaviour is appropriate in New Zealand.

It is impossible to give a set of common rules for each community in New Zealand. Therefore, AFS recommends that you talk with your host family, chapter volunteers and staff from your school if you have any questions about specific personal issues.

Remember, you are coming to our country from a culture and family you know very well. Through your knowledge of your own culture, and the trust you have built with your family, you may have been allowed a high level of independence. However, as an exchange student you will need to learn about New Zealand culture and your host family. The family will need time to build a sense of trust with you before they will agree to independent behaviour. This will not happen straight away, it will take time. Always check in with your host family about the unsafe areas in your host country.

The host family is responsible for your safety. You must work on building a trust between you and your host family by accepting their restrictions. Once there is a level of trust between you these restrictions usually lessen.

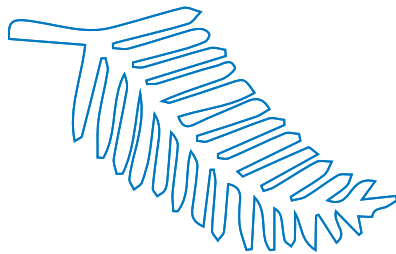
We encourage you to discuss all the safety topics in this book with your host parents. If your host family feels uncomfortable discussing any topic then it is important that you ask your Support Person to talk about these points with you.

PERSONAL SAFETY IN AND AROUND THE HOME

Safety practices vary considerably from one country to another, from one community to another, even from one family to another. Be prepared to discuss how your host family copes with these issues:

- Do you keep the doors of the house locked at all times?
- If not, when should the door be locked?
- If a stranger came to the door, is it safe to open the door?
- What should I do if I am alone in the house?
- Will I have my own house key?
- If I misplace my key, or arrive home unexpectedly to a locked house, what should I do?
- If there is a problem while I am alone at home, whom should I contact?
- Where are the emergency phone numbers listed?
- What should I do in case of a fire?
- Does the family home have a fire extinguisher? How do I use it?
- Where is the family's first aid kit?
- Should I answer the phone? What should I say when answering?
- How much information should I give on the phone?
- Are there any appliances or mechanical things in the home that might cause problems? (e.g. gas stove, open fire).
- What should I do if there is an earthquake?

PERSONAL SAFETY OUTSIDE THE HOME



Students should always ask members of the host family or the support person about any situations which make them feel uncomfortable or frightened.

WHEN YOU GO OUT...

- When you go on an outing with friends you should always tell your host parents:
- Where you are going
- Who you are going with
- What time you will return
- How you are getting there and how are you getting home

Leave a phone number where possible or carry your cell phone switched on. You must return home at the stated time.

Keep your host family's name, address, cell phone and home phone numbers with you at all times. Also keep the name and phone number of your AFS Support Person with you.

The New Zealand Police are friendly and helpful. If you are lost, ask for assistance from a Police Officer. In many places there is a Community Police Office. The staff there can also help you.

IN ADDITION, STUDENTS AND FAMILIES SHOULD DISCUSS:

- Is it safe to walk around the neighbourhood after dark? Alone or with friends?
- How can I keep myself safe when alone, especially at night?
- Are there areas of the city or community where it is not safe for people to be at night? During the day?
- What should I do if I get lost or separated from my friends? Whom should I ask for help? How do I use the public telephone?
- What are the laws and practices about crossing the street?
- Is it safe to carry money? If so, should I take any precautions?
- What should I do or where should I go if I don't feel safe?
- Is it generally safe to accept rides from friends and school acquaintances in their cars? Remember they should hold a full drivers licence. Many students your age will hold a restricted drivers licence – this means that they cannot take passengers in the car.

PERSONAL SAFETY IN SCHOOL

New Zealand schools are generally friendly and supportive to foreign students. If you need to talk to someone, the School Counsellor or the International Student Dean are usually available to give advice and support. Many schools also have a teacher who is responsible for AFS students. It is important that you find out which people in your school will give you support if it is needed.

Smoking, drinking alcohol, and use of non-prescription drugs are all forbidden at school.

Avoid violent students and those who are involved in illegal activities.

Do not take valuable items to school (jewellery, electronics, credit cards, excess cash etc)

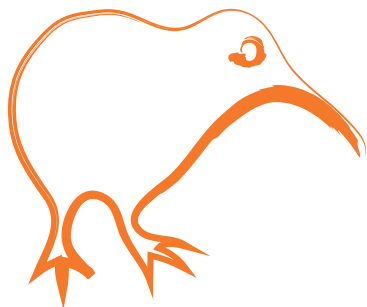
UNCOMFORTABLE SOCIAL SITUATIONS

Illegal Drugs, Alcohol Abuse, Party Drugs/Pills



When you receive an invitation to a party or other social event such as a rock concert you could be unsure whether it is safe to go. It is important to find out as much as you can about the event, including where it is being held and who will be there. Friends and your host family might be able to provide information.

Your host parents might decide they do not want you to attend an event, even if your friends are going. They usually have a very good reason for refusing you permission. It is important that you obey their rules.



Students must take responsibility for their own behaviour at all times.

Students caught using drugs at any time in any place, will be sent back to their home country immediately.

AFS NZ regards the use of party drugs/pills to be just as serious and dangerous as the use of illegal drugs or the misuse of prescription medicines. Never take any pills offered to you.

The legal drinking age is 18 years and over. It is illegal to purchase alcohol under the age of 18 years. You will be asked for ID. You may find yourself at functions where students are drinking. You must say "No" if you are underage.

If underage students are caught drinking in a bar or public place they may be arrested by the Police. Using a false ID to get into a bar or night club is breaking NZ laws. You will face an Early Return.

NEVER LEAVE YOUR DRINK UNATTENDED AT A PARTY

Drugs could be slipped into your drink without your knowledge which could lead to serious consequences.

Even if you do not drink alcohol you may find yourself at a party where others are drinking and you may feel uncomfortable, or you might find that the person supposed to drive you home has been drinking.

Remember it is illegal for you to drive.

Before you go off to parties or social events you should discuss these questions with your host parents:

- How should you respond if other young people are pressuring you to have a drink or take party pills?
- If you are uncomfortable at a party and want to leave early, but you are afraid of being a nuisance or being teased, what should you do? What excuses should you give?
- If you want to leave the party early, will your host parents agree to come and pick you up? Can you take public transport? Can you call a taxi?
- If the person supposed to drive you home has been drinking alcohol, what should you do?

REMEMBER:

An AFS student must not drive a car for any reason. You are not covered by any insurance. Breaking this rule will mean you are sent home.

Sexual Harassment

Cultures differ in their view of appropriate sexual behaviour and practice. It is important to find out what is thought of as 'suitable behaviour'. You can gain this knowledge by looking, listening and asking questions.

Students may be unsure if they are being sexually harassed or if a particular person's behaviour would be considered normally friendly. Ask your host parents, your friends or your Support Person if you are having any difficulties with certain types of behaviour.

IMPORTANT

If you have any concerns about the way your host parents or siblings behave towards you, talk to your Support Person. If he/she is not available then phone the Support Coordinator at AFS National Office (04) 494 6026 during office hours, or the emergency pager 021 707 923 after hours.

Sexual Behaviour

- Each student has their own values and beliefs. In some societies young people are sexually active; there are also many who are not. Students should never compromise their own personal values and beliefs.
- New Zealand AFS families can be conservative in their attitude to sexually active AFS students. Your host parents will be feeling very responsible for you, so it is important to be aware of their attitudes and expectations to avoid any misunderstandings.
- New Zealand students may have pre-conceived ideas about students from other cultures. Your host parents may talk to you about your behaviour or the way you dress. It is wise to take notice of this information as you may be sending the wrong messages to other people.
- You must respect your host parents rules and values about the way you dress and your behaviour (even if you don't necessarily agree). To avoid conflicts and misunderstandings it could be helpful to ask their advice. If you feel confused about what they tell you talk to your Support Person and clarify any points you do not feel comfortable with.

IT'S ALL ABOUT YOU!

PROTECTING YOURSELF FROM SEXUAL ABUSE

This information is designed to help you learn more about sexual abuse, how to prevent it, and where to go for help.

WHAT IS SEXUAL ABUSE?

During your AFS experience, you'll have many new and different experiences. Yet there are things that remain the same.

Your body is always yours.

You always have the right to say no.

If something doesn't feel right to you, it probably isn't.

If a friend gives you cause for concern, get involved.

Regardless of where you travel on your exchange program or the customs of the country in which you're living, you can be sure of one thing - your body belongs to you.

And, while it's rare that someone will attempt to abuse you, it's important for you to be alert, aware, and informed about sexual abuse prevention.

Do not allow anyone to do anything to you that does not feel right to you - male or female, young or old - regardless of who they are, what they do for a living, or your connection to them.

TRUE OR FALSE QUIZ

Help protect yourself from potential sexual abuse.

Circle True or False to each of these questions.

Correct answers are on the next page.

1. True or False: When abuse happens, it is never your fault.
2. True or False: An abuser may discourage you from communicating with your friends, family, and AFS Volunteers or ask that you not tell others about your relationship with him or her.
3. True or False: If someone, especially an adult, buys you an expensive gift and expects you to kiss him or her in return, you are obligated to do so.
4. True or False: Activities like being forced to look at pornographic books or film, or being photographed in a way that makes you feel uncomfortable is not sexual abuse. For sexual abuse to occur you must be physically touched.
5. True or False: If you are feeling uncomfortable because of physical attention you receive from someone, you should confront them and tell them to stop.

If you feel threatened, tell an adult that you trust. This can be your natural parents, your host parents, an AFS Volunteer or Staff or any one else that you feel you can trust and rely upon.

Never go out alone, especially to a place that is unfamiliar to you. Never go anywhere with a person you don't know. When you do go out, always let an adult know where you are, and when your schedule or destination changes.

REMEMBER:
It is always ok to say NO.

BE A FRIEND TO A FRIEND

If your friend tells you that they are being sexually abused, the first thing to do is listen. Be patient and respectful. Try not to judge or question behavior.

Believe what your friend is telling you.

Go to an adult you trust for advice and help. Involve a parent, teacher, or another adult that you trust. You'll be helping to stop or prevent your friend from being abused. Talk to your friend and try to get them to talk to an adult. Offer to go with him or her. Report the abuser to an adult whom you trust!

ANSWERS TO THE QUIZ

1. True – If you are sexually abused, it is never your fault. Always expect others to treat you with respect and dignity. You deserve an environment that is free of sexual abuse or the threat of sexual abuse.
2. True – One strategy of sexual abusers is to isolate you from your friends, family, and others. Without the support of others people feel lonely and often vulnerable. This allows abusers to get closer to their victims. Expect to have access to your friends and family.
3. False – Some sexual abusers try to make people feel uncomfortable by getting them to do things such as kissing as a way to show appreciation. If you feel pressure to do something you are not comfortable with, don't do it. By the way, if you don't feel comfortable accepting a gift, you can say no to that, too!
4. False – You don't have to be touched to be sexually abused. Being exposed to pornographic books or films is another way that an abuser will try to exploit you. Do not tolerate this. Report this to an adult that you trust.
5. True – Confront anyone you suspect of sexually abusing you and tell him or her to stop the abuse immediately. Always tell a trusted adult or AFS Volunteer or Staff about it as soon as possible.

GETTING HELP

Local AFS Volunteers and AFS Staff are available to help you in the event of sexual abuse that you or another has experienced. Contact your support person immediately if you feel scared or concerned. You can find their contact information on your AFS ID card.

You can also reach AFS NZ Support Staff 24 hours a day, 7 days a week at 021 707 923.

EMERGENCIES



The role of the NZ Police is to keep law and order. They do not carry firearms but they provide protection to New Zealand citizens from criminal elements. AFS students are advised to show respect and co-operate with authorities at all times. You should always carry identification as well as contact telephone numbers. If for any reason you are apprehended by the police you must accept their authority quietly, even though you may be innocent of any wrong doing and may think you are being treated unfairly. The police will give you the chance to make a phone call. You should contact your host family, support person or AFS National Office

If you are unable to contact any of these, then if it is between the hours of 8.30 to 4.30 Monday to Friday you should contact National Office on 0800 600 300 or outside of these hours use the emergency contact number 021 707 923.

111

**Is the Emergency telephone number in
New Zealand for FIRE/AMBULANCE/POLICE**

Make sure you know where you are, what address you are at, and the number you are calling from or the number of a phone the emergency service people can call you on. When the operator answers, try to be calm and speak slowly and clearly.

Do not hesitate to ring 111 if you feel your safety is at risk. If you are using your phone to dial 111 you don't have to enter your area code.

If you do not understand what is happening or you cannot understand what is being said by the person in authority, show your Student ID card and let them know that you are an AFS student. This is also very important if you are involved in any type of accident or if you are the victim of any crime.

Summary

The best general advice AFS can recommend regarding issues of personal safety is:

Get to know the New Zealand culture by asking questions and having discussions with your host family, your teachers, your friends and the local AFS volunteers

Take seriously any concerns that your host family and school have expressed – listen to their advice

Do not ignore your own ‘instinct’ or feel you have to compromise your own personal behaviour, values or beliefs. These are valuable resources in making decisions about what to do in any situation





EARTHQUAKES

Earthquakes occur quite frequently in New Zealand. While most are small, you may experience the earth shaking at some point during your program.

Discuss earthquake plans with your host family. Do they have a plan, do they have an earthquake survival kit?

The most important thing to remember during an earthquake is to try to remain calm. The following tips will be helpful, in case your area experiences an earthquake.

What to Do When the Shaking Begins

DROP, COVER, AND HOLD ON!

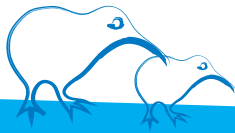
- Move only a few steps, if necessary, to a nearby safe place. Stay still until the shaking stops and you're sure it's safe to move.
- Stay away from windows. In a high-rise building, expect the fire alarms and sprinklers to go off during a quake.
- If you are in bed, roll onto the floor and stay there, protecting your head with a pillow.
- If you are outdoors, find a clear spot away from buildings, trees, and power lines. Drop to the ground.
- If you are in a car, ask the driver to stop in a safe place. Stay in the car until the shaking stops.

What to Do After the Shaking Stops

- Expect aftershocks. Each time you feel one, **DROP, COVER, AND HOLD ON!**

IF THE EARTHQUAKE IS LARGE AND THERE IS A LOT OF DAMAGE THE ELECTRICITY WILL BE CUT OFF. THE CELLPHONE NETWORK MAY NOT WORK FOR VERY LONG. TRY TO GET A MESSAGE TO YOUR HOST FAMILY, NATURAL FAMILY OR ANYONE FROM AFS TO LET THEM KNOW THAT YOU ARE SAFE.

Listen to the radio for instructions. If such an emergency occurs AFS NZ National Office will be working hard to establish your whereabouts and to determine that you are safe. Please join our Hosting Facebook Page now: "AFS NZ Hosting" to help us with this process.



QUESTIONNAIRE

FOR NEWLY ARRIVED HOSTED STUDENTS

Use this for discussion with your host family in the first few days and throughout your exchange if you are unsure about any of these.

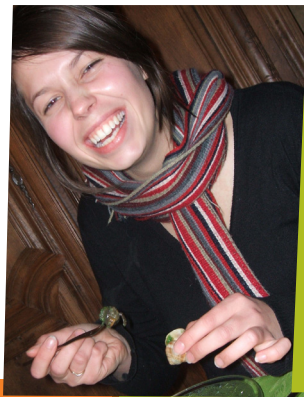
- What do I call you? Mum, Dad or a given name.
- What am I expected to do daily other than?
 - Make my bed.
 - Keep my room tidy at all times.
 - Leave the bathroom clean and tidy every time I use it.
 - Set or clear the table.
 - Wash, dry and put away the dishes after a meal
 - Load or unload the dishwasher
 - Empty the rubbish bin etc.
- Dirty clothes - where do I keep them?
 - Where do I keep them until wash day?
 - Should I wash my own clothes?
- Do I need to iron my own clothes?
- May I use the iron, washing machine, sewing machine etc?
- Where can I keep my bathroom/toilet accessories?
- When is the best time for me to use the bathroom on weekdays?
Morning or evenings?
- Can I have a bath?
- What are mealtimes?



- May I help myself to food and drink (non alcoholic) in moderation at any time or must I ask first?
- What are your feelings about me drinking alcohol, with you and others?
- What are the New Zealand laws about teenage drinking?
- What areas are strictly private e.g. study, sewing room, pantry, wine cellar, host parents bedroom?
- May I put up pictures and posters in my bedroom?
- Where can I store my suitcases?
- What time am I expected to settle down for the night on a school night?
- What time must I get up weekday mornings?
- What time must I get up weekends and holidays?
- Do I have to ask you if I want to go out?
 - What time must I be in at night if I go out during the weekend?
 - Can exceptions be made by special arrangement?
- Check dates of birthdays of Host Mum, Dad, Brother, Sister
- Can I have friends to stay overnight?
- Can I invite friends of both sexes around during the day?
- What are the rules about local, national and international phone calls?
 - May my friends phone me?
 - What are the rules about NZ toll calls?
 - What are the rules about overseas toll calls?
- What are the rules about text messaging and cell phone calls?
- What are the rules about using the family computer?
 - How long can I stay on the internet?
 - Is it OK to email my family and friends?
 - Can I use SKYPE?

Students must not enter into web sites that could be considered offensive or unacceptable. This might create issues between you and your host family.

- Do family members have any dislikes or hates? E.G. wearing caps in the house, chewing gum, music, unpunctuality, people being interrupted when reading the newspaper?
- How do I get around? For example, is there a bus route? Do I get a bicycle? Will it be possible to get a ride to and from parties etc?
- What are your feelings or rules about transport?
- May I use the CD player, television, video, DVD player etc?
- How often does the family go to church? Am I expected to go?
- Do you expect me to telephone or text if I am going to be 10, 20, or 30 minutes late?
 - From school?
 - From any other outing?
 - If I missed the bus or train?



ENJOY YOUR STAY

We at AFS NZ take the quality of our programmes very seriously. If you have any problems with the service you receive from AFS NZ please tell us and we will work with you to find a suitable solution.

For further information about our complaints procedure please access our website: www.afs.org.nz



**Intercultural
Programmes**
New Zealand

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