

NACCOM's Hosting Good Practice Guide: Part 2

Appendix 4

Home Visit Assessment

To be completed on site by _____ staff

Host name/s _____

Address _____

Date _____ Assessed by _____

Check through the answers on the completed application form.

Why are they interested in hosting?

What were their expectations of hosting (ie length of time)?

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Are all household members over 18 years old present at the visit?

Yes

No

Is everyone in the house happy to be part of the hosting scheme?

Yes

No

If the property is rented, who is the landlord? If it is housing association or private rented there may be issues regarding right to rent.

Have they talked to the landlord about becoming hosts?

Yes No

Are they in receipt of any discount or disregard to their council tax ie single persons discount, and which authority do they live under?

Yes No

Are they in receipt of housing benefit?

Yes No

House and contents insurance policy explained re: lodgers

Criteria for guest:

- We will not place single men with single women and vice versa
- We operate an equal opportunity policy, and guests may come from any country, or have any religion, or language

Male Female Other

If the application is from a couple, how would they feel about the guest staying if one of the hosts was away overnight? Would it be an issue for the hosts if there are mixed genders in the house?

Ability to manage a different language

Infectious diseases Yes No **If yes, specify:** _____

Smoker Yes No

How much interaction would they like with the guest?

Meal times _____

Shared living spaces _____

What is the preference of the hosting time limit and any times they are not available?

- 4 Weeks Longer term more than 4 weeks

How long? _____

Times not available _____

From when would they be available to host?

Are there any health issues or disabilities within the host family/household that need to be considered?

- Yes No

Do they have any experience of sharing a home with non-family members?

- Yes No

Interests/hobbies

Nearby public transport, buses, metros, local amenities. The property needs to be accessible by public transport , as the guest will need to travel most days.

The guest will have use of (please tick all that apply)

- Washing machine Their own TV Communal TV *(with permission)*
 House telephone *(with permission)* Computer *(with permission)* Internet *(with permission)*

The guest will

- Share meals with the host Cook their own meals A combination of these

The guest can

- Use food that is in the house Use their own food A combination of these

The guest will clean their own room and bedding? Yes No

The guest may smoke in the house? Yes No

The guest may smoke in the garden? Yes No

The guest may drink alcohol in moderation in the house Yes No

The guest may use their own electrical equipment – an RCD socket is recommended to plug their equipment into Yes No

The guest may invite friends to the house

With permission and pre-warning Anytime Never

Normal bedtimes and quiet time in the house: _____

Bathroom to be left vacant for hosts Yes No

In the initial week trial period we do not expect guests to have keys. For the rest of the placement will they have their own key?

Yes No To be confirmed after the initial trial week

There is a burglar alarm Yes No

After the initial trial week, the guest can

Come and go as they please (keys will be needed for this)

OR leave the house before _____ and return after _____

OR must not be in the house without the host

If the guest does not intend to come home for a night, they need to contact the host and let them know Yes No

Are there any chores that all household members are expected to do?

Any other rules to be agreed:

Confirm next steps with host - tick to confirm this has been explained

- References DBS certificates and ID needed Training Immigration address

Overall conclusions of the household

Assessment outcome
