



## **PREMATURE RETURN WHERE YOUTH EXCHANGE INBOUND STUDENTS HAVE NOT FOLLOWED ROTARY INTERNATIONAL OR D5040 POLICIES**

There must be a clear understanding of the procedure to be followed when premature repatriation is being contemplated other than for serious illness or serious family considerations.

### **Define the problem**

If a problem occurs with a student the Club Youth Exchange Office must investigate the problem. The Club Youth Exchange Officer will document specific instances of the transgression: dates, details, witnesses; this documentation must be complete and concise as possible.

### **Address the problem**

Club and the Youth Exchange Area Coordinator (district committee representative) jointly acquaint the student of the problem. Be as specific as possible, e.g., the dates, details, witnesses. Is there a satisfactory explanation of the matters causing the problem?

If the student comes up with a satisfactory explanation this should be documented and forwarded to the D5040 Youth Exchange Chair.

### **The Student has broken the Law**

If the student has broken the rules by using drugs, or breaking the law as set out in the Criminal Code of Canada the student will be repatriated immediately and the steps set out in Alternative 2: Repatriation will be followed.

### **Alternatives**

If there is no satisfactory explanation there are two alternatives available depending of the severity of the problem.

#### **Alternative 1: Probation**

If the problem is NOT drugs, theft, breaking a law, the student may be placed on probation for a directed period. Student must understand that he/she is on probation. The decision to enter into probation must be made in concert with D5040 Youth Exchange Chair. A contract will be drawn up between D5040 Youth Exchange, Host Club & the Student. Signatures of the Sponsor District Chair and Parents of the Student will be required on the contract. Notifying the sponsor district's Governor will be left at the discretion of the sponsor districts Youth Exchange Chair.

Host Club YEO must monitor the Exchangee's behavior until satisfied he or she is maintaining an acceptable standard of behavior. If the student breaks the contract, the Club Youth Exchange Officer will advise the Youth Exchange Area Coordinator who in turn will advise the D5040 Youth Exchange Chair. The D5040 Youth Exchange Chair will then follow the procedures as outlined in Alternative 2.

## **Alternative 2: Repatriation**

If the problem is deemed serious or the period of probation has been unsuccessful the decision to send home rests with the D5040 Governor on the recommendation of the D5040 Youth Exchange Chair. The sponsor district must be advised by the D5040 Youth Exchange Chair. The notification of parents of the student will rest with the sponsor District Youth Exchange Chair. The student is advised of the decision to send him or her home, and should be sent home as soon as travel can be arranged.

## **Flow Chart of Steps to be taken when Breach of Policy occurs**

1. Student breaches District 5040 Policy – Club Youth Exchange Officer and Counselor jointly acquaint the student of the problem – District YEX Area Coordinator is notified.
2. Club Youth Exchange Officer and District YEX Area Coordinator find alternatives – Probation or Repatriation
3. Consider Probation – if probation does not work recommendation for repatriation to District YEX Chair
4. District YEX Chair reviews recommendation to repatriate the student – confers with District YEX Area Coordinator.
5. If District YEX Chair agrees to repatriation the District Governor must be advised.
6. District Governor agrees with the recommendation of District YEX Chair.
7. Student is repatriated to their home country
8. District YEX Chair in conjunction with the YEX Area Coordinator and Club Youth Exchange Officer will arrange for the student to be sent back to their country. The District YEX Chair must notify the District YEX Chair where the student came from of the breach of policy and ask, in addition, the sponsoring District YEX Chair notify the parents of the student. Arrangements for travel and hosting the student before their departure from Vancouver must be carried out by the District YEX Chair.