

ALLEF

Please email completed form to jturley@allef.org.uk

Please attach
passport photo

Please answer all questions as fully as you can and
do not reformat this form.

Please phone Janet Turley on 01234 262487 if you
need help

We need your form by April 30 for summer
interviews and by September 30 for winter
interviews

Child

Surname		Forenames		Date of birth	
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Father

Surname		Forenames		Date of birth	
Occupation		Tel Number (work)			

Mother

Surname		Forenames		Date of birth	
Occupation		Tel Number (work)			

Siblings

Surname		Forenames		Date of birth	
Surname		Forenames		Date of birth	
Surname		Forenames		Date of birth	
Surname		Forenames		Date of birth	
Surname		Forenames		Date of birth	

Home address:

Home telephone no:

Email:

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Height (metric)		Weight (kg)	
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Infectious illnesses your child has had (use a cross)

Whooping cough		Measles	
Mumps		Chicken pox	
German measles		Rheumatic fever	
Others (describe)			

Other conditions – how frequently do they occur? Ever hospitalised? What sort of medical treatment eg migraine, asthma, recurrent throat infection, ear problems, visual problems, fits (febrile or epileptic), etc

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Hospital admissions, operations etc, please give details

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CHILD'S DETAILS

Any physical activities not allowed?

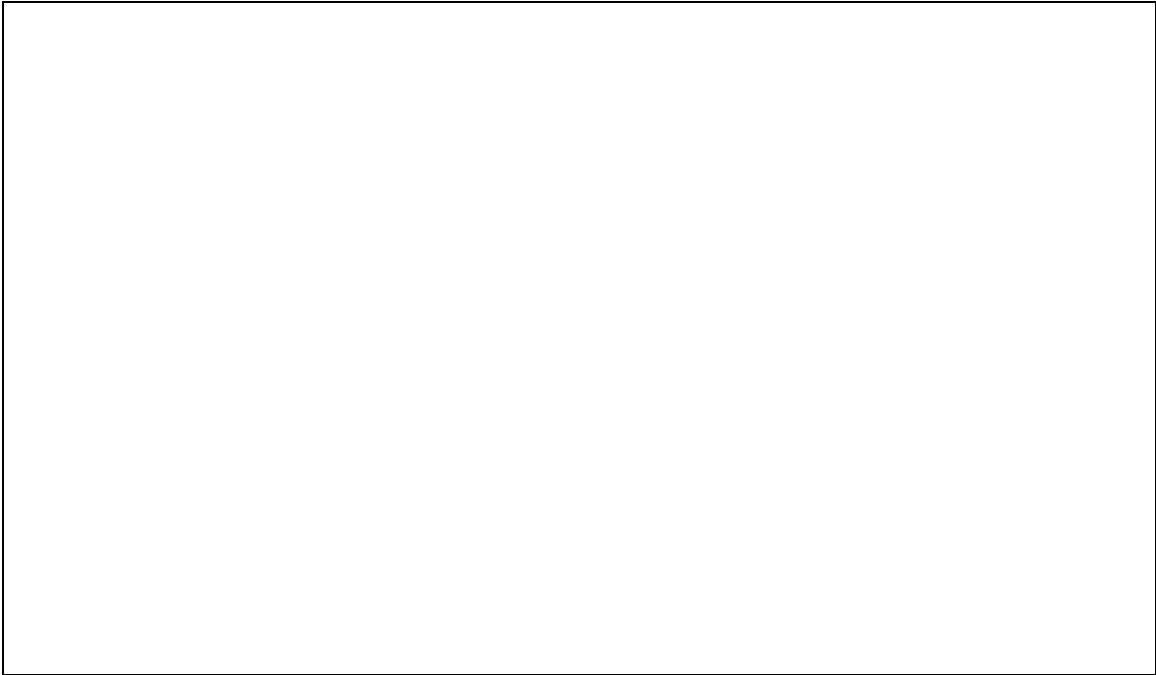
Allergies (list allergens, how they affect the child and what treatment is necessary)

Immunisations – you will have to provide documentation of immunisations and dates for French/German schools. Please list any your child has not had.

Any other medication etc (eg homeopathic remedies, vitamins)

CHILD'S DETAILS

Anything else eg sleepwalking, bad dreams, travel sickness, needs light at night, nail-biting, fussy eater, difficult aspects of diet, bedwetting...

A large, empty rectangular box with a thin black border, intended for the user to write down any additional details about the child's behavior or needs.

Personality, outlook, how he/she gets on with others...

A large, empty rectangular box with a thin black border, intended for the user to describe the child's personality, outlook, and social interactions.

CHILD'S DETAILS

What part does religion play in your child's life? (denomination, practice, opinions)

Interests and activities: indoor games/hobbies/favourite activities

Outdoor activities

CHILD'S DETAILS

Clubs, organisations, mark with a cross, add detail in box underneath if needed

Scouts/guides		Church youth groups	
Sunday school		Drama	
Musical instruments		Orchestra	
Choir		Dance	
Sports clubs			

How far can your child swim without assistance?

SCHOOL DETAILS

School name:

School address:

Head teacher's name:

Type of school – use a cross

State primary		Anglican		Catholic	
Other denomination		Fee paying			

Current school year:

Number in class:

Number in school:

How long at this school:

Approx distance to school:

How get to school:

What happens at lunch time?

Who takes child to school? Goes alone?

Other information about the school eg single sex, uniform, particular ethos?

SCHOOL DETAILS

How does your school feel about the exchange? Any previous experience.
IT IS ESSENTIAL YOU DISCUSS THE EXCHANGE WITH THE SCHOOL, WE CAN HELP YOU IF YOU GET A NEGATIVE RESPONSE

Any restrictions on when your exchange can take place eg baby due to be born, parents' work commitments, secondary school entrance examinations

When does your child start secondary school (if relevant)

Please send (scan in or by post) copies of your child's last 3 years school reports, explain why if they are not available

HOUSEHOLD DETAILS

Please list everyone who lives in your house eg brothers and sisters even if at university, au pairs, lodgers, relatives, friends, other exchange students...

Full name	Gender (m/f)	Date of birth	Relationship to exchange child

Please list anyone else involved in the care of your child eg babysitters, housekeepers, step brothers and sisters, relatives who visit, where children stay overnight without you...

Does either of the child's natural parents not live with you? If so please explain the circumstances, and how frequently the child visits, and anyone else in the other household. **Please note that everyone with parental responsibility must give consent for the child to undertake the exchange.**

HOUSEHOLD DETAILS

A large, empty rectangular box with a thin black border, intended for drawing a family tree. The box is centered on the page and occupies a significant portion of the upper half.

Please send by post (or scan in) a family tree going back to grandparents/living great-grandparents

MOTHER'S DETAILS

Please email completed form to jturley@allef.org.uk

Surname:

Forenames:

Date of birth:

Place of birth:

Occupation (please explain in detail, including working hours, main workplace inc address):

Health – outline any health problems

Smoking habits (if relevant)

MOTHER'S DETAILS

Educational background – indicate level of education (GCSE, A level, degree, further degree, professional qualifications)

How well do you speak French/German eg not at all, can get by in a campsite, conversational, can manage on phone, fluent, mother tongue

Religion and other non-religious/philosophical associations (eg environmental issues). Practising?

MOTHER'S DETAILS

Other non religious or political affiliations?

Any strong feelings for or against any social, religious or political involvement for your child?

Please send a separate page describing yourself eg

-hobbies, interests

-outlook on life

-why you are interested in an exchange for your child

-what you hope for from this exchange

-anything else that is relevant that you haven't stated elsewhere on the form

FATHER'S DETAILS

Please email completed form to jturley@allef.org.uk

Surname:

Forenames:

Date of birth:

Place of birth:

Occupation (please explain in detail, including working hours, main workplace inc address):

Health – outline any health problems

Smoking habits (if relevant)

FATHER'S DETAILS

Educational background – indicate level of education (GCSE, A level, degree, further degree, professional qualifications)

How well do you speak French/German eg not at all, can get by in a campsite, conversational, can manage on phone, fluent, mother tongue

Religion and other non-religious/philosophical associations (eg environmental issues). Practising?

FATHER'S DETAILS

Other non religious or political affiliations?

Any strong feelings for or against any social, religious or political involvement for your child?

Please send a separate page describing yourself eg

-hobbies, interests

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FAMILY HISTORY

Please email completed form to jturley@allef.org.uk

Please outline your family history over the past 10 years including major events such as moves, accidents, major illness, bereavements, divorce, new partners, currently married/not married.

Any previous exchange experiences?

FAMILY HISTORY

Any experience of fostering/adoption?

Are you expecting a baby/planning an adoption/new baby?

Please give details of any previous ALLEF exchanges inc exchange family details, anything relevant particularly if the exchange did not go well

FAMILY HISTORY

Please supply names and addresses of two referees who know you and your family well, and who have known you for several years. They should not be family members. If you have done a previous exchange please provide details as we will contact your previous exchange family.

Note that we will contact social services in due course as the exchange will be a private fostering arrangement.

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EXTENDED FAMILY AND FRIENDS
Please email completed form to jturley@allef.org.uk


It is helpful to know something about your social style as a family. For instance:

Grandparents – do they live near, how frequent is contact, how close are they to your children, how do they feel about the exchange?

Other relatives – do they live near, how frequent is contact, how close are they to your children, how do they feel about the exchange?

EXTENDED FAMILY AND FRIENDS

Family friends – what sort of contact, joint outings/holidays etc?



Has the exchange child ever spent time away from home eg with grandparents, brownies/cubs, PGL holiday, boarding school. How long was the stay?



FAMILY ENVIRONMENT

Please email completed form to jturley@allef.org.uk

Your house – please put a cross in the appropriate boxes

Inner city		Apartment		New	
Suburb		Terraced house		20 th century	
Town		Semidetached		Pre-1900	
Village		Small detached			
Hamlet		Large detached			
Country		Farm			
Isolated		Cottage			
		Bungalow			
		Other			

Describe further – size, no of bedrooms, neighbourhood

Do you own (crosses please):

TV		Video	
Computer		Boat	
Caravan		Piano	
Holiday home			

What pets do you have?

DAILY LIFE

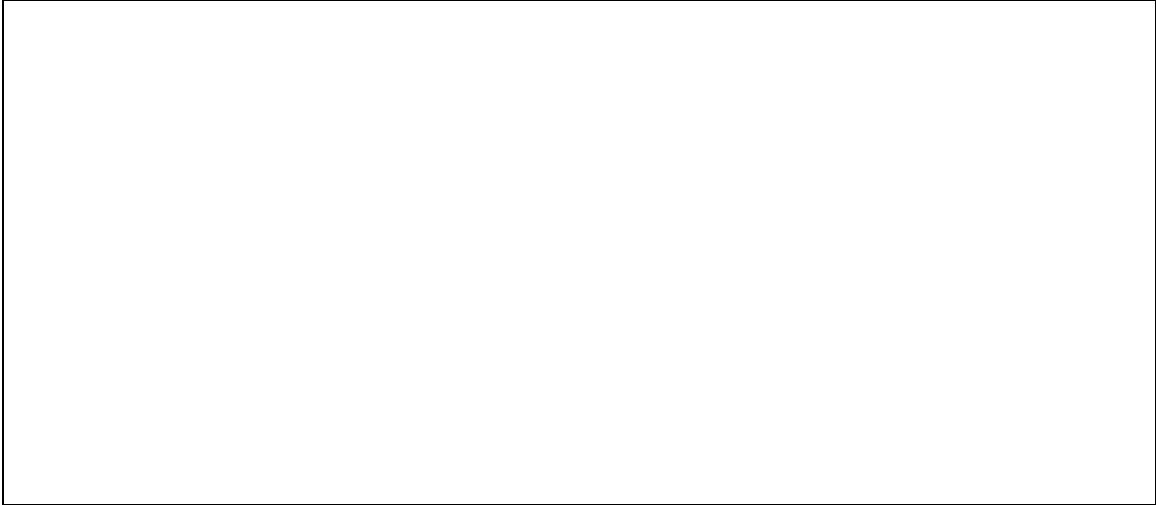
Neighbours – how do you get on with them? Children the same age? Children nearby to play with?

Babysitting arrangements?

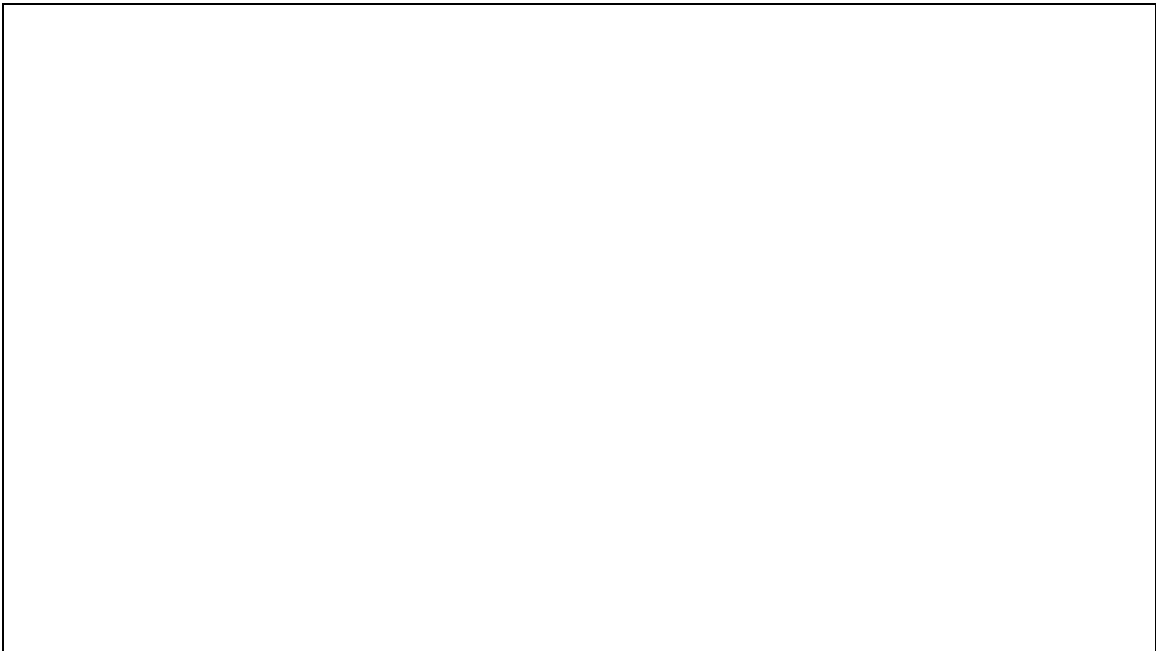
Do you leave your children alone in the house: if so, how long for?

DAILY LIFE

Independence – how much do you give your children?



Things you and your children do together



Please send by post an outline plan of your house and a map of how to find it (unless obvious from an internet search on your address)

DALLEFE

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FOOD AND MEALTIMES

General diet – what do you feel strongly about? Any religious or ideological factors? What if your exchange family had different ideas?

Main meal – what time, round the table, cook yourself, convenience foods?

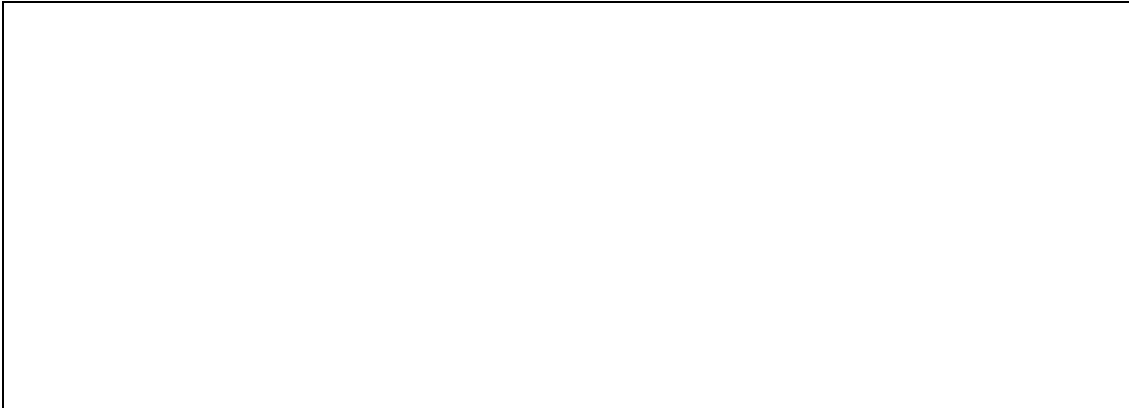
Snacks, can children help themselves? What to?

DAILY LIFE

Sweets, soft drinks and other junk food – how often consumed? Rules?



Table manners – what is expected?



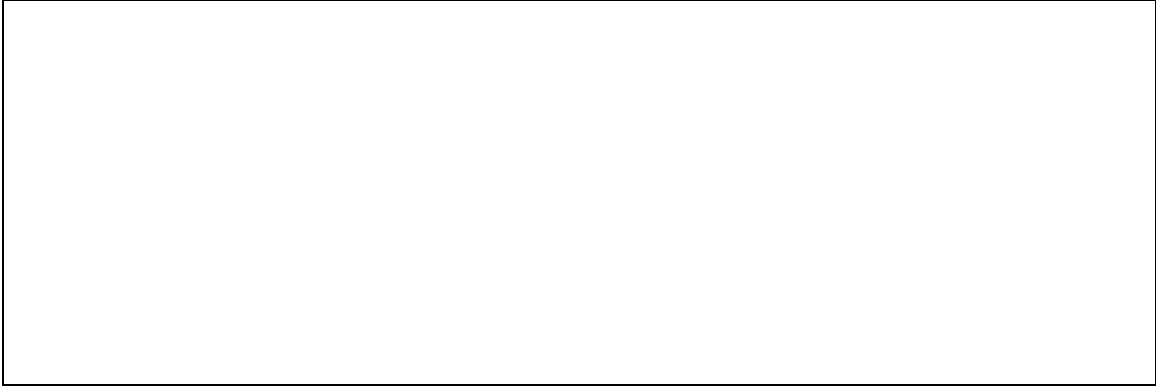
GENERAL FAMILY CONVENTIONS

Pocket money: how much, how often, earned? Sanction?

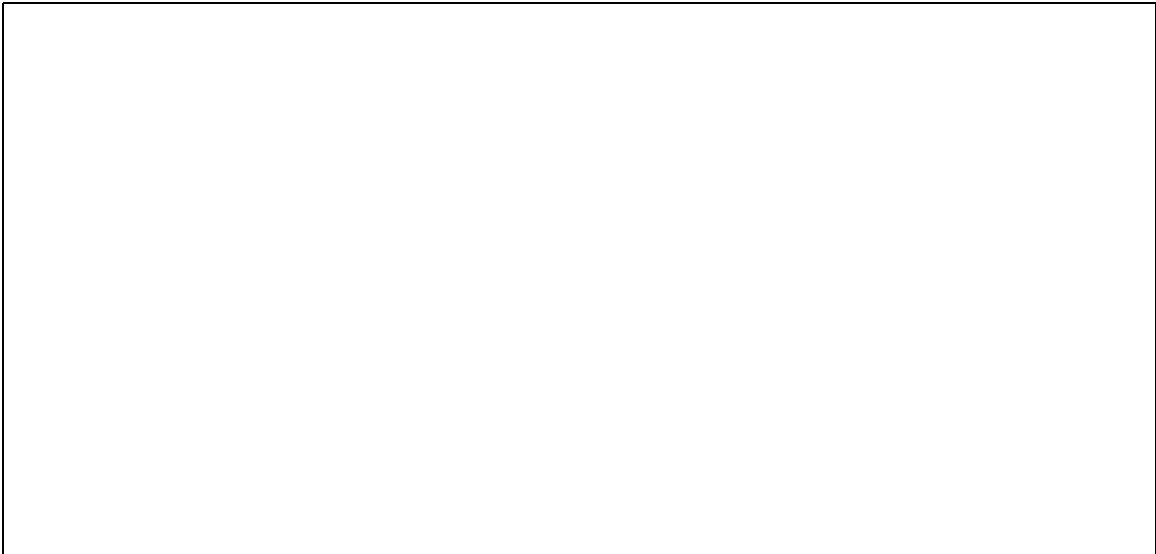


DAILY LIFE

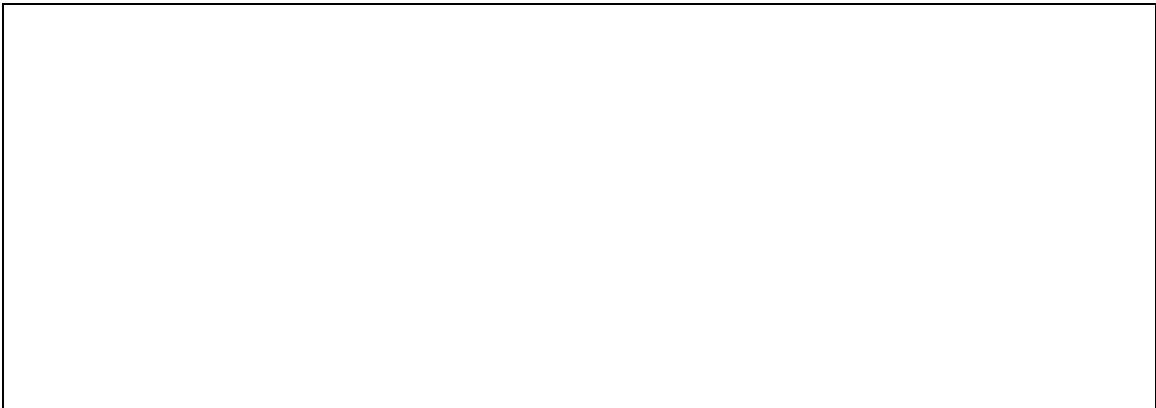
TV, video, computer games – limits? Rules?



Homework, music practice, chores, any other rules or expectations?



Personal hygiene and supervision – expectations, how do you treat your child?



DAILY LIFE

Please give a detailed description of what happens between finishing school and going to bed (homework supervision, childminder after school? at home without adults?)

Any special bedtime routine?

Will the exchange child share a bedroom?

DAILY LIFE

Behaviour – what is unacceptable behaviour, what are sanctions for bad behaviour?

How do you feel about smacking?

Please list the interests and activities of your other children – not at too great length...

DAILY LIFE

Please give us a detailed view of yourselves eg what aspects of life and philosophy are important, what effect will another child have on your household, what will be the most difficult areas for you to cope with? How will you cope with homesickness, naughtiness?

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Many thanks for working through the form

We also need:

- **A letter from the applicant explaining what they feel about the exchange – handwritten is probably best, it might include pictures**
- **Photographs of your family, house, environment etc to pass on to the exchange family**
- **Maps of how to find your house**
- **A £50 registration fee**

Earlier in the form we've asked you for:

- **Information about your school and what it thinks about the exchange**
- **A separate note of your thoughts and interests, one for each parent**
- **A plan of the locality**

Please send items by post to:

Janet Turley, 7 Lucas Court, Biddenham, Bedford, MK40 4RN.

Please sign the declaration below and bring it with you when you come to interview:

Family-ALLEF agreement

We understand that ALLEF will do everything it reasonably can to find an exchange for us, and that the organisation will help us to the best of its ability, if we choose to go ahead with the exchange.

We understand the ALLEF cannot guarantee either to find an exchange or that the exchange will be successful.

We understand that the decision to go ahead with any exchange family is entirely ours, and that ALLEF undertakes only to introduce us and offer support.

Signed

Applicant..... Date.....

Mother..... Date.....

Father..... Date.....