



MARIST COLLEGE ASHGROVE

A Catholic boys' day and boarding College in the Marist Tradition

School Accommodation and Welfare Policy for International Students

ITEM	DESCRIPTION
POLICY DESCRIPTION	This policy outlines the required care arrangements for international students attending the College.
DEPARTMENT	Enrolments Department
EXECUTIVE DIRECTOR	Headmaster
CONTACT	College Registrar, Ph: 07 3858 4507
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1. POLICY STATEMENT

A copy of this policy is provided to the parent(s)/legal guardian(s) if the student is under age 18 years at a reasonable time prior to a Written Agreement being signed.

Students under the age of 18 are required to maintain adequate Welfare and Accommodation requirements as a condition of their Student Visa.

Marist College Ashgrove undertakes welfare responsibility for Overseas Students under 18 years of age, enrolled in one of our approved courses of study, by requiring them to live in the Boarding Facilities provided by the College. Exceptions to this are at the discretion of the Headmaster once a student turns 18. ***We do not operate a home-stay program.***

2. PURPOSE

Marist College Ashgrove is a CRICOS registered provider that enrolls younger students under 18 years of age. As part of its registration obligations, the College must satisfy Commonwealth and State legislation, as well as any other regulatory requirements, relating to child welfare and protection for any overseas student enrolled who is under 18 years of age.

These obligations include ensuring that all overseas students under 18 years of age are given age appropriate and culturally –appropriate information on:

- a) Who to contact in emergency situations, including the contact number(s) of a nominated staff member;
- b) How to seek assistance and report any incident or allegation involving actual or alleged sexual, physical or other abuse.

Marist College Ashgrove has documented procedures relating to child welfare and safety, and will implement these procedures in the event that there are any concerns for the welfare of a student under 18 years of age.

3. WELFARE

- a) Marist College Ashgrove will nominate the dates for which it will accept responsibility for approving the student's accommodation, support and general welfare arrangements and advise the Department of Home Affairs of these dates through the creation of a Confirmation of Appropriate Accommodation and Welfare (CAAW).
- b) Marist College Ashgrove will maintain approval of accommodation and care arrangements until:
 - i. The student completes the course and departs Australia.
 - ii. The student turns 18. It is a Marist College Ashgrove requirement that the student remains in the Boarding House until he has completed school, even after he turns 18, unless approved by the Headmaster.
 - iii. Any appeals processes in relation to Marist College Ashgrove's intentions to cancel the student's enrolment has been finalised (including suspensions, cancellations, course progress and attendance).
 - iv. The student has alternative welfare arrangements approved by another registered provider.



- v. Marist College Ashgrove has notified the Department of Home Affairs that it is no longer able to approve the student's welfare arrangements and has taken the required action after not being able to contact the student.
- c) If a student's parents visit Australia for a short period of time, the Headmaster may, at his discretion, allow the student to reside with his parents for that period of time.
- d) If a student cannot be located and the College has concerns for his welfare, the College will contact the student's parents / legal guardians and notify the policy and any other relevant authorities.
- e) If Marist College Ashgrove suspends or cancels the enrolment of an overseas student, the College will continue to approve the welfare arrangements for that student until:
 - i. the student has alternative welfare arrangements approved by another registered provider;
 - ii. the student leaves Australia;
 - iii. the College has notified the Department of Home Affairs that it has taken the required action after not being able to contact the student.
 - iv. Department of Home Affairs approves a parent or nominated relative to care for the student.
- f) All staff employed by Marist College Ashgrove, including the Boarding House, have a Blue Card.
- g) In the event of a Critical Incident, such as a natural disaster, the Headmaster or his representative will organise emergency accommodation for all overseas students boarding at the College.

4. BOARDING

- a) The Boarding program at Marist College Ashgrove provides full accommodation and pastoral care with supervision of tuition and extra-curricular activities. The Boarding fees include meals, accommodation and laundry.
- b) Students may also refer to the Study in Australia website: - <http://www.studyinaustralia.gov.au/global/live-in-australia/living-costs> for an idea of costs of living in Australia.
- c) Boarders at the College are entitled to Boarders' Free Weekends. During the college year there are roughly 4 or 5 weekends (usually coinciding with long weekends, public holidays or parent-teacher interviews) where the boarders are free to leave the College to be with their families. We realise that there are times where it is not always possible for parents to take their sons for such weekends. If they do not have a parent or legal guardian to reside with for the weekend, they can stay in the Boarding Residence.
- d) The Boarding House reviews its policies on an annual basis to ensure that the content is relevant and up to date.
- e) As the Boarding House is like a "home away from home", each residence allows for the growth of a student over their time at Marist College Ashgrove. The responsibilities that a student is afforded (for example, the ability to walk to the local shops without supervision) varies with the student's age.



- f) Each residence in the Boarding House has a Coordinator, who looks after the needs of the students in their care. These needs can be pastoral, as the Coordinators check in every day with each student to make sure the students are happy and comfortable.
- g) Marist College Ashgrove has strict rules and guidelines in the Boarding House for the safety and enjoyment of all students. Where a student is not following the rules, or is misbehaving, the following steps apply:
 - i. The student will be counselled by their Boarding Coordinator or Head of Boarding as to why the rules aren't being followed:
 - ii. The College will contact the parents / guardians of the student to advise them of the behaviour.
 - iii. If the behaviour does not change, then the College will internally suspend the student.
 - iv. If the behaviour STILL does not change, then the College will externally suspend the student (i.e. the student will be sent home).
 - v. If the behaviour remains after an external suspension, a "Show Cause" letter will be issued to the student by the Headmaster. A student will be asked to leave the College if the Headmaster is not satisfied with the response to the "Show Cause" letter.

5. OVERSEAS STUDENT HOLIDAY ARRANGEMENT

For mid-semester and end of semester holidays, Overseas Students are encouraged to return home if their parents are not in Australia. On occasions when this is not possible, arrangements will be made by the student's family to place the student with family members or close family friends. Family members or close family friends must be listed as an approved Host for this to occur.

If your son doesn't have any family members or close family friends on their host list, they can visit day boy homes provided the day boys are listed on the students host list and their parents have given their permission for this to occur. In this case, the overall approval of an international student's welfare, in absence of the parents / guardians being onshore, rests with the College.

This person caring for your son during this period should be:

- a) Over 21 years of age;
- b) An Australian citizen, permanent resident or hold a Visa permitting them to be in Australia;
- c) Of good character (evidence may be required for this person to provide a Blue Card issued by the Commission for Children and Young People <http://www.bluecard.qld.gov.au/>. Please note: for stays of longer than 10 days, a Blue Card is legally required to be provided, even with the permission of the student's parents / guardians.
- d) Please see the International Students Vacation Leave Policy for further information.

6. BOARDERS SUNDAY VISITING AND OVERNIGHT LEAVE

- a) While on leave your son can visit family members or close family friends. Family members or close family friends must be listed as an approved Host for this to occur.



If your son doesn't have any family members or close family friends on their host list, they can visit day boy homes provided the day boys are listed on the students host list and their parents have given their permission for this to occur.

- b) Overnights are for family occasions only, two Overnights are permitted per term. Boys are to be returned to the College by 5.00pm at the latest.

7. RELATED LEGISLATION AND DOCUMENTS

- [The National Code of Practice for Providers of Education and Training to Overseas Students 2018 \(National Code 2018\)](#)
- [Education Services for Overseas Students \(ESOS\) Act 2000](#)
- [Education Services for Overseas Students Regulation 2001](#)
- [Education Services for Overseas Students \(ESOS\) Amendment Act 2011](#)
- [Child Protection Policy](#)
- [International Students Vacation Leave Policy](#)

