



INTERNATIONAL STUDENT WELFARE AND ACCOMMODATION POLICY

CARE FOR YOUNGER STUDENTS UNDER 18 YEARS

St Brendan's College is a CRICOS-registered provider which enrolls younger students under 18 years of age.

As part of its registration obligations St Brendan's 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 student under 18 years of age are given age-and culturally-appropriate information on:

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

St Brendan's College 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.

1. ACCOMMODATION AND CARE OPTIONS FOR OVERSEAS STUDENTS UNDER 18 YEARS

St Brendan's College approves the following accommodation and care options for overseas students:

The student will live with a parent or relative approved by the Department of Home Affairs (immigration).

In this case

- a. The College does not provide a welfare letter (CAAW) via PRISMS. The student's family completes Form 157N and provides proof of relationship to Department of Home Affairs (Immigration) at the time of visa application for approval of these arrangements. The Department of Home Affairs (Immigration) must also approve any further change of welfare arrangements.
- b. If the adult responsible for the welfare, accommodation and other support arrangements for a student under 18 years holds a Student guardian Visa (subclass 590), all obligations and conditions of this visa must be met, including:
 - i. Not leaving not leaving Australia without the nominating student unless there are compassionate and compelling circumstances and the School has first approved alternative welfare and accommodation arrangements for the student for the adult's period of absence, and
 - ii. Advising the Department of Home Affairs (Immigration) of any change of address, passport or other changes of circumstances.

St Brendan's College requires holders of Student Guardian Visas to:

- a. Maintain Overseas Visitor Health Cover for themselves and any dependent children living with them in Australia
- b. Immediately advise the School of any change to address or contact details
- c. Immediately advise the School if there are any compassionate or compelling reasons to travel overseas or not be at home for an extended period of time to care for the student.

If there is a valid reason for travelling overseas, and the School is able to approve alternative accommodation and care arrangements for the student for the period of student guardian visa holder's absence, the School will provide documentation approving temporary care arrangements for the student to the student's guardian and for the Department of Home Affairs (Immigration) via PRISMS.

If there is not a valid reason for travelling overseas, or if the School is not able to approve alternative accommodation and care arrangements for the student for the period of student guardian visa holder's absence, the student will need to travel overseas with the holder of the student guardian visa. In this case, the School will advise if compulsory attendance requirements will or will not be affected by the student's absence.

2. THE STUDENT WILL LIVE IN SCHOOL APPROVED ACCOMMODATION AND WELFARE ARRANGEMENTS AND ST BRENDAN'S COLLEGE WILL GENERATE THE WELFARE LETTER (CAAW) VIA PRISMS TO ACCOMPANY THE STUDENT'S CONFIRMATION OF ENROLMENT (COE).

Accommodation options that may be approved by St Brendan's College for full fee paying 500 (formerly 571) visa subclass students under 18 years of age include:

- a. School Boarding houses.
- b. Vacation Homestay Program, during school vacation periods if the student cannot return home. Refer to the St Brendan's College Vacation Homestay Program.

St Brendan's College will maintain approval of accommodation and care arrangements until:

- a. The student completes the course and departs Australia
- b. The student turns 18 years
- c. Any appeals processes in relation to St Brendan's College's intentions to cancel the student's enrolment has been finalised (including suspensions, cancellations, course progress and attendance)
- d. The student has alternative welfare arrangements approved by another registered provider
- e. A parent or nominated relative approved by the Department of Home Affairs (Immigration) assumes care of the student
- f. St Brendan's College has notified the Department of Home Affairs (Immigration) 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.

Any accommodation, welfare and other support arrangements for the student must be approved by St Brendan's College, including arrangements provided by third parties.

Accommodation and care arrangements are checked prior to approval and at least every six months thereafter to ensure they are appropriate to the student's age and needs.

Any adults involved in or providing accommodation and welfare arrangements to the student have a blue card as appropriate (<https://www.bluecard.qld.gov.au>)

Any changes to approved arrangements must also be approved by the School. This includes any requests by students under 18 years of age to attend "Schoolies Week" on completion of Year 12.

If a student cannot be located and the School has concerns for his welfare, the School will contact the student's parents / legal guardian and notify the police and any other relevant authorities.

If a student for whom the School has issued a CAAW refuses to maintain approved arrangements, the School will report this to the Department of Home Affairs (Immigration) and advise the student to contact the Department of Home Affairs (Immigration) to ensure visa implications are understood. (See Department of Home Affairs (Immigration) office addresses at <https://immi.homeaffairs.gov.au/help-support/contact-us>)

In the event of a significant or critical welfare issue involving the student, and if determined necessary by the school, a parent, legal guardian or approved relative agrees to travel to a designated location within 7 days to assume care of the student until the situation has been resolved to the school's satisfaction.

If a parent / nominated guardian wishes to assume welfare responsibility, the parent / nominated guardian must notify the school as soon as practicable of their intentions and must provide the school with written evidence of a guardian visa grant.

Students who meet the criteria outlined in the St Brendan's College Policy on Independent Living may lodge an application to live out of homestay arrangements. In this case of student who have been given written permission to live independently, the criteria for maintaining both Satisfactory attendance and satisfactory academic progress, will need to be maintained throughout the remainder of their time at St Brendan's College.

3. FOR SCHOOL VACATION PERIODS, STUDENTS UNDER 18 YEARS OF AGE FOR WHOM ST BRENDAN'S COLLEGE HAS ISSUED A CAAW WILL:

- a. Return home to parents, or
- b. If unable to return home, live in Vacation Homestay arranged and approved by the parent and the school as per the St Brendan's College Homestay Program.
- c. Apply to attend a supervised excursion, camp, etc. if all requirements are met in order to attain school approval.

4. ACCOMMODATION OPTIONS FOR STUDENTS 18 YEARS AND OLDER INCLUDE:

- a. It is a condition of enrolment that students over 18 years also maintain school approved accommodation arrangements until the completion of their enrolled course.
- b. After completing the first term of studies at St Brendan's College, the 18 years and older student may apply to live Independently using the St Brendan's College Application to Live Independently form – see International Student Handbook, available at www.sbc.qld.edu.au
- c. All international students, including those over 18 years who have been given permission to live independently, moving to a new address, must inform the school in writing and complete the appropriate forms advising of their new address within 7 days of taking up residence at that new address. Any change in contact numbers must also be provided. Students must advise St Brendan's College of the name, address and phone contact details of an Emergency Contact person. Students will be advised in writing, on arrival, of the need to comply with this requirement as a condition of their student visa.
- d. Live in private arrangement requested by a parent.

5. FOR SCHOOL VACATION PERIODS, THE FOLLOWING ACCOMMODATION OPTIONS ARE AVAILABLE TO STUDENTS 18 YEARS OR OLDER:

- a. Student returns home to parents
- b. Student continues to live in arrangements for Independent Living, approved by the College and details of which are recorded by the School
- c. Students may spend vacation with friends, family or relatives, provided details are given
- d. Students may travel unaccompanied during vacation periods, provided details are given.
- e. Student may attend a supervised excursion, camp, etc., provided details are given.

6. VACATION HOMESTAY ARRANGEMENTS AT ST BRENDAN'S COLLEGE:

The Vacation Homestay accommodation arrangements approved by St Brendan's College meet Queensland legislative requirements for child protection as well as Standard 5 of the 2018 National Code of Practice for Providers of Education and Training to Overseas Students. These include:

- a. Continuous dates for approved welfare arrangements
- b. Documented procedures for checking suitability of accommodation, support and general welfare arrangements before a student is placed in an approved Vacation Homestay arrangement – Refer to the St Brendan's College Vacation Homestay Program.
 - i. Guidelines for selecting, screening and monitoring each family and ensuring the family can provide age appropriate care and facilities for the duration of the student's enrolment at the school
 - ii. Criteria about accommodation services to be provided, and contract for arrangements about providing accommodation services
 - iii. Orientation program for families new to provision of homestay services
 - iv. Blue cards as required for adults living in the homestay, other than overseas students, or who otherwise have regular contact with the student.