



Khandallah School **Statement of Policy**

“International Students”

Code of Practice for the Pastoral Care of International Students

The Education Act 1989 section 238F requires that a provider must be a signatory to the Code to enrol international students. The Code commenced on 31 March 2002 and was revised in July 2003 and again in 2010. The Education Act 1989 makes the code binding on all parties who are signatories to the Code.

Desired Outcome

- Khandallah School is fully compliant with the Code of Practice for the Pastoral Care of International Students.
- International students at Khandallah School add to the diversity and multi-cultural character of the school.
- International students provide income that enhances the schools' ability to provide ESOL support.

General Principles

- Khandallah School welcomes international students so long as their inclusion does not place undue strain on resources.
- Khandallah School does not actively promote itself to attract international students or use agents of agencies to do so.
- The school will only enrol international students who live with a parent or legal guardian.
- Khandallah School will ensure that monies are available if fees need to be refunded.

Accountabilities and Responsibilities

- The Principal (or their delegate) will:
 - Determine if there is space available for international student applicants, which will meet their education needs and not compromise those of others.
 - Have in place a procedure/operational policy for managing international students, which complies with the Code of Practice for the Pastoral Care of International Students.
 - Have in place a procedure/operational policy for protecting and refunding fees.

Supporting Documentation

- Code of Practice For the Pastoral Care of International Students
- Guidelines to Support the Code of Practice (2010 revised Code of Practice Guidelines underdevelopment as at February 2011)

Date of Approval

Approved by the Board of Trustees at its meeting

on _____

Board Chairperson

Date of Review

This Statement of Policy will be reviewed by the Board of Trustees on or before 31 December 2012.