

INTERNATIONAL STUDENT POLICY

1.0 PURPOSE

- 1.1 To ensure that Chatham Primary School offers a high quality teaching and learning program in a caring and welcoming environment that enables the successful support of international students at our school.
- 1.2 To ensure that Chatham Primary School can enrol International Students if there is a place at our school to accommodate them.

2.0 GUIDELINES FOR ACTION

- 2.1 The Department of Education and Early Childhood Development's (DEECD) International Quality Standards will provide the guidelines for the implementation of the International Student Program at Chatham Primary School.
- 2.2 An International Students' Co-ordinator will be appointed annually and be in place at the beginning of each new school year. The Co-ordinator will liaise with the English Language School to determine individual student needs when necessary.
- 2.3 The International Student Program and its overriding policy will be reviewed bi-annually.
- 2.4 Primary aged students must live with a parent or legal guardian while they are attending Chatham Primary School.
- 2.5 Chatham Primary School and the DEECD will work closely together to ensure that any International Students attending Chatham Primary School will receive comprehensive and useful information and support prior to arrival in Victoria.
- 2.6 International students will receive support and information to ensure that students satisfy all requirements of the Educational Services for Overseas Students (ESOS).
- 2.7 The parents of International Students will be kept well informed and be provided with regular information regarding their child's achievements, activities and wellbeing.
- 2.8 Chatham Primary School will monitor student progress and provide the necessary support to maintain ESOS academic requirements.
- 2.9 Primary school students will be placed in the most appropriate grade that fits their:
 - age,
 - maturity,
 - academic ability; and
 - social and emotional well-being.
- 2.10 When selecting the most appropriate year level placement the school will also consider the differences between the schooling systems of overseas countries and in other states of Australia if transferring.
- 2.11 Chatham Primary School will support primary level International Students with their English language learning while they undertake regular classes with local students. Therefore, an International Student may not be required to be enrolled in an intensive English Language Course before they start school.
- 2.12 Chatham Primary School will provide a robust planning, program and evaluation process that is informed by International Student educational outcomes and feedback.
- 2.13 Chatham Primary School will maintain a dedicated International Student Program section as part of the school website that provides International Students, their parents and agents with access to key program information at our school.

- 2.14 School marketing material will be school specific, accurate, current and informative for students, parents and agents from overseas countries.
- 2.15 Departing International Students will receive comprehensive advice on prospective pathways for secondary education following completion of their studies at Chatham Primary School.
- 2.16 Fees paid to the DEECD will cover all standard educational expenses, including parent contributions, but will not cover optional expenses such as extra-curricular activities and camps.
- 2.17 A student buddy as well as family buddy will be assigned to assist each international student and their family to assimilate into the school community.
- 2.18 Opportunities will be provided for international students to share their culture and language with other members of the school community.

3.0 BASIS OF DISCRETION

- 3.1 The Principal has the discretion, after an assessment, to determine if a place is not available if the school is unable to meet adequate means or levels for communicating in the student's first language.
- 3.2 The Principal has the discretion to not provide a place if it would place unnecessary pressure on a particular year level cohort.

Status: *Approved by School Council 2014*
Policy Review Date: *2016*