

ACCOMMODATION AND WELFARE POLICY

Full Fee Paying Overseas Students (FFPOS)

It is a condition of the student visa (condition 8532) that students under 18 years of age maintain adequate welfare and accommodation arrangements while studying in Australia. It is a condition of enrolment at Kambala that students over 18 years of age also maintain accommodation arrangements approved by the Principal.

Kambala is committed to the care and wellbeing of all students. Kambala ensures the arrangements made to protect the personal safety and social wellbeing of FFPOS are appropriate in accordance with the National Code Standard 5.

Parents

Students enrolled on a student visa enrolling from six years of age (Transition) to Year 6 must live in Sydney with a parent. The School does not provide a Confirmation of Appropriate Accommodation/Welfare Arrangements (CAAW) letter via PRISMS for these students.

For students in Years 7 to 12 living with parents or suitable relative in Sydney full details must be provided and approved by the Principal 14 days prior to a parent, parents or approved relative being absent from Sydney while the student is studying at the School. This includes any holiday period. Kambala does not enrol girls wishing to live in homestay accommodation. All overseas students not living with a parent or suitable relative must live in the boarding house.

Boarding

- Kambala undertakes welfare responsibility for overseas students under 18 years of age, enrolled at the School, by requiring them to live in the boarding house unless residing with at least one parent or approved relative.
- The School will issue for your daughter a Confirmation of Enrolment (CoE) and Confirmation of Appropriate Accommodation/Welfare Arrangements (CAAW) for boarding students.
- The School will provide welfare responsibilities for your daughter from the date shown on the CAAW issued to you.
- Your daughter should not arrive in Australia before the date on the CAAW unless the School has been advised at least seven days before arrival and has approved an earlier arrival.
- Evidence of your daughter's arrival date must be provided to the School, i.e. a copy of airline ticket.
- The School will guarantee welfare arrangements for the duration of your daughter's enrolment at the School unless your daughter resides with at least one parent in Sydney.
- Parents of overseas students must inform the OSC of accommodation arrangements for the student during non term time. Students not returning to their parents or approved guardians for term or other holidays, must notify the OSC at least one week before the student's departure so that all necessary documentation can be completed. All hosts other than the parent or approved guardian must have the permission of the parents, notified in writing, together with appropriate Working with Children Check to the OSC before the student is placed in their care.
- The OSC coordinates all boarding student term departures and arrivals, in conjunction with parents and guardians.

Guardians

- The School requires your daughter to have an approved guardian unless your daughter resides with at least one parent in Sydney. A suitable relative or family friend is able to be the nominated guardian whilst your daughter is studying at Kambala. The School must approve a suitable guardian appointment.
- Guardians are required to complete the Kambala FFPOS Approved Guardian Agreement and Guardian Contact Information Form.
- The approved guardian must live in Sydney, be at least 25 years of age, have proficiency in English, attend interviews and meetings at the School on behalf of the parents should any concerns arise during your daughter's enrolment at the School.



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- Approved guardians must meet commonwealth and state legislation for example The Commonwealth's Privacy Act of 1988, ESOS Act of 2000 (Standard 5).
- The student must have an approved guardian in place before commencing at Kambala.
- The approved guardian is not in any way connected to the student visa welfare that is undertaken by the School for student visa purposes.

Process

The Overseas Student Coordinator (OSC) meets with each overseas student at orientation and induction. Term meetings and individual interviews are held with each overseas student to assess and monitor that their specific needs are being met. The OSC retains records of student interviews on the FFPOS student's file. All FFPOS students participate in the pastoral care program at Kambala and their welfare is also monitored in accordance with the Kambala safe and supportive environment policies.

International dinners are held in the boarding house for each boarder's home of origin. Those overseas students who are not boarders are invited to attend. The girls share photographs and presentations enlightening all boarders about their respective culture. Opportunities to partake in activities specific to their culture are provided as a weekend recreational option. Notable cultural festivities and events such as Chinese New Year and Ramadan are also acknowledged or celebrated by all boarders in recognition of the diversity in cultures that exists at Kambala.

The Director of Enrolment informs DIBP in the event that a student under 18 changes her living arrangements or the provider no longer approves the arrangements for the students using the DIBP proforma letters available through PRISMS.