

## WELFARE AND ACCOMMODATION POLICY

Ipswich Girls' Grammar School including Ipswich Junior Grammar School approves the following accommodation options for overseas students:

**1. The student will live with a parent or relative as permitted by Department of Immigration.**

In this case:

- i. the School does **not** provide a welfare letter (CAAW) via PRISMS. The student's family provides proof of relationship to Department of Immigration for the purposes of visa application.
- ii. 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:
  - o not leaving Australia without the nominating student unless the School has first approved alternative welfare and accommodation arrangements for the student for the adult's period of absence, and
  - o advising the Department of Immigration of any change of address, passport or other changes of circumstances.

**2. The student will live in school approved accommodation and the School will generate the welfare letter (CAAW) via PRISMS to accompany the student's Confirmation of Enrolment (CoE).**

In this case:

- i. Any accommodation, welfare and other support arrangements for the student must be approved by the School, including arrangements provided by third parties
- ii. 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**
- iii. 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 Immigration and advise the student to contact the Department of Immigration to ensure visa implications are understood. (See Department of Immigration office addresses at: <http://www.immi.gov.au/Help/Locations/Pages/Australia.aspx>.)

School approved accommodation options for full fee paying 500 (formally 571) visa subclass students under 18 years of age include:

- i. School Boarding House

**3. For School vacation periods, the following accommodation options are available to full fee paying 500 (formally 571) visa subclass students under 18 years of age for whom the School has issued a CAAW:**

- i. Student returns home to parents
- ii. \*Homestay Program operated by Union Institute of Languages (UIL)
- iii. Student may spend vacation with friend's family or relatives if all requirements are met in order to attain school approval.
- iv. Student may attend a supervised excursion, camp, etc., if all requirements are met in order to attain school approval.

If the School has taken responsibility for approving arrangements for student care and welfare, should the School not approve requests for changes to agreed arrangements, and the student refuses to maintain the approved and agreed arrangements, the School will advise the student this will be reported to the Department of Immigration and the student will need to contact the Department of Immigration to ensure visa implications are understood. (See Department of Immigration office addresses at: <http://www.immi.gov.au/contacts/australia/index.htm>.) **This includes any requests by students under 18 years of age to attend "Schoolies Week" on completion of Year 12.**

**4. Full fee paying 500 (formally 571) visa subclass students 18 years and older are required to maintain school approved accommodation while at the School. Accommodation options include:**

- i. School Boarding House

**5. For School vacation periods, the following accommodation options are available to full fee paying 500 (formally 571) visa subclass students 18 years or older:**

- i. Student returns home to parents
- ii. Student is placed in \*UIL Homestay, details of which are recoded by the School
- iii. Student may spend vacation with friend's family or relatives, provided details are given
- iv. Student may attend a supervised excursion, camp, etc., if all requirements are met in order to attain school approval
- v. Student may travel unaccompanied during vacation periods, provided details are given.

All students are required to notify the School of a change of address while enrolled in the course, and students who live in school approved accommodation must not change agreed arrangements without prior approval of the School.

## **Additional Information**

### **HOMESTAY / PRIVATE ACCOMMODATION ARRANGEMENTS:**

\*The Homestay Program operated by Union Institute of Languages (UIL) accessed by Ipswich Girls' Grammar School including Ipswich Junior Grammar School meets Queensland legislative requirements for child protection as well as Standard 5 of the National Code. These include

- o Continuous dates for approved welfare arrangements

- Documented procedures for checking suitability of accommodation, support and general welfare arrangements
  - Guidelines for selecting family and ensuring the family can provide a stable environment for the duration of the student's enrolment at the school
  - Criteria about accommodation services to be provided, and contract for arrangements about providing accommodation services
  - Orientation program for families new to provision of homestay services
  - Compliant Homestay risk management strategy, reviewed annually, undertaken by operator of the homestay program
- Bluecard for adults living in the homestay / private arrangement other than overseas students.

## **STUDENT GUARDIAN VISAS**

Ipswich Girls' Grammar School including Ipswich Junior Grammar School requires holders of Student Guardian Visas to:

- i. maintain Overseas Visitor Health Cover for themselves and any dependent children living with them in Australia
- ii. immediately advise the School of any change to address or contact details
- iii. 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 for the Department of Immigration.

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.