

C008 CARE ARRANGEMENTS FOR STUDENT MINORS

1. Introduction

This policy outlines the general guidelines for accommodating, supporting and monitoring International student's under 18 years of age studying at SAIBT. This policy is designed to ensure that SAIBT and all International students comply with both the Education Services for Overseas Students (ESOS) Regulations, and the Department of Immigration and Citizenship (DIAC) requirements for accommodation arrangements, providing support and monitoring students under 18 years of age each semester or until they become 18 years of age.

This policy applies to all International students undertaking studies at SAIBT who are under 18 years of age. It does not apply to students who have been granted permanent residency in Australia or Australian citizens.

The policy comes into effect once an International student under 18 years of age has entered Australia on a student visa and whereby SAIBT have issued a CAAW (Confirmation of Appropriate Accommodation and Welfare).

2 Government Regulations

International students' study in Australia is regulated by Federal and State Government law, as well as industry codes to which SAIBT subscribes.

Under the Education Service for Overseas Students Regulations (2007) and Department of Immigration And Citizenship requirements, International students under 18 years of age are required to be accommodated in a stable environment either for the duration of their studies with SAIBT or until they reach 18 years of age.

This policy encompasses the Code of Ethics & Good Conduct Guidelines for Homestay Programs as set out by International Education Association of Australian and New Zealand (ISANA).

International students under 18 years of age must either:

- Reside in Australia with a parent, or a person who has custody of them, or a relative aged at least 21 nominated by either the parent or the person having custody of them; or
- Be going into care arrangements approved by SAIBT for the duration of the program in which they are enrolled or until they become 18 years of age.

Note: Only a parent of the student or a person who has custody of the student is allowed to nominate a carer for the student who is under 18 years of age.

3 SAIBT Approved Care Arrangements

At the time of application, all International students under 18 years of age will be required to demonstrate to SAIBT that they will be living with:

- A parent or a person who has custody of them; or
- A relative aged at least 21 nominated by either the parent or the person having custody of them; or
- A home-stay family that has been approved by SAIBT.

4 Living with Parent or a Person who has Custody

If International students who are under 18 years of age will be living with a parent or a person who has custody of them, they must have the parent or person with custody, complete and return the 'Living Arrangements for Under 18 Students' form to SAIBT.

5 Living with a Relative aged at least 21 years

If international students who are under 18 years of age will be living with a relative aged at least 21, they must have a parent or person who has custody of them complete and return the 'Living Arrangements for Under 18 Students' form to SAIBT.

Note: The relative that the student will be living with will be required by DIAC to provide evidence that they are of good character. Further information on the process involved is available from any DIAC office or on 131 881.

6 Living with an Approved Home-Stay Family

If International students who are under 18 years of age will not be living with a parent, a person who has custody or a relative while in Australia, they must be accommodated with a home-stay family that has been approved by SAIBT.

In order to accommodate the student with an approved home-stay family, a parent or person who has custody of them, must complete and return the 'Living Arrangements for Under 18 Students' form to SAIBT.

All SAIBT home-stay families have been visited by Accommodation Staff and a report is generated and filed on the outcome of the visit. All host families undergo a police clearance to ensure that the family is of good character.

Once approved accommodation has been organised, SAIBT will provide an undertaking to the Department of Immigration and Citizenship (DIAC) that suitable accommodation and general welfare arrangements have been made for the student while they are in Australia. These arrangements must be maintained.

7 Student Visa Condition 8532

Student visa condition 8532 requires all International students under 18 years of age to maintain their accommodation, support and general welfare arrangements while they are in Australia.

All International students under 18 years of age who are either accompanied by a parent or person with custody, or staying with a relative who is at least 21 years of age and is of good character, must not change their accommodation, support and general welfare arrangements without gaining written approval from DIAC.

If an International student under 18 years of age, after arriving in Australia seeks or is required to change their homestay accommodation, support and general welfare arrangements, they must obtain written approval from SAIBT prior to changing these arrangements. If approval to change these arrangements is granted, the Welfare Advisor will provide the student with an approval letter and advise DIAC of the change.

8 Support and Monitoring Arrangements

Under student visa condition 8532, all International students under 18 years of age are required to attend an appointment with an Accommodation Officer, Academic Director or Deputy Academic Director at least once each semester, or as requested, so that their welfare and academic progress can be monitored. These appointments allow students to identify and discuss problems they may be experiencing with their living arrangements, studies, health or any other personal issues.

- Accommodation staff members will schedule an appointment with students to discuss their progress with their accommodation and studies.
- A record of the student's progress and or any concerns are documented and filed with each student's file.
- Liaison between the accommodation staff and the host family is made regarding any issues that may be affecting the well being of the student.
- Each host family is instructed to make immediate contact with the Accommodation Office in the event of any concerns they may have with regard to the student's attendance and ongoing welfare.
- Contact is made with the student's agent via email communication advising them on the outcome of each appointment and the student's general progress and/or any concerns.

SAIBT is committed to dealing with homestay problems quickly and fairly. In the event of a dispute or accommodation issue between the student and homestay family:

- Discussions are held with the student with an Accommodation Officer and any misunderstandings are talked through thoroughly and mediation is offered fairly.
- Discussions are held with the homestay family and an Accommodation Officer and mediation is offered fairly.

As a result of the student appointment, the student's concerns are other than that related to an accommodation issue:

- The student is referred to seek advice and assistance from the Academic Director or Deputy Academic Director and an appointment is arranged.
- An appointment is arranged for the student to meet with the Senior Counsellor.

Where the student or host family remain dissatisfied with the outcome of discussions referred to above, the student or host family may initiate a complaint under SAIBT's Non Academic Grievance Policy.

9 Reporting of Non-Compliance with Condition 8532

Student visa condition 8532 imposes an obligation on SAIBT to maintain accommodation and general welfare support arrangements approved by DIAC or SAIBT for the duration of their studies with SAIBT or until they are 18 years of age.

International Students under 18 years of age will be in breach of student visa condition 8532 if they:

- change their accommodation and support arrangements without seeking prior approval from either DIAC or SAIBT or;
- fail to comply with the guidelines that have been set out by SAIBT.

In either case, the student will be reported to DIAC for failing to comply with the requirements of student visa condition 8532.

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