

POLICIES AND PROCEDURES

International Student Support Person Policy



Date **22 February 2022**

Review **1 January 2024**

Introduction

Lauriston Girls' School provides a co-educational education in the Kindergarten years and is solely for the education of girls from Prep to Year 12.

The school welcomes local and international students from a diverse range of social, cultural, religious and economic backgrounds.

Lauriston Girls' School has an open entry policy dependent on the availability of places at the relevant year level and our capacity to provide suitable programs for each student. Lauriston Girls' School is inclusive and does not discriminate on the basis of disability, race, sexual orientation or gender identity.

Admission to the School occurs after a written Offer of Enrolment is issued by the School and accepted by the student's family.

There are four main entry points for student admission to the School: Kindergarten, Prep, Years 3, Year 5 and Year 7. Places will be offered at other levels where vacancies arise.

Purpose

The purpose of this policy is to ensure that international students enrolled at Lauriston Girls' School have an independent adult support person who resides in Australia for the duration of their enrolment at Lauriston Girls' School.

Scope:

This policy applies to all international students enrolled at Lauriston Girls' School.

Policy:

International students who are enrolled at the School may reside with:

1. A parent on a Guardianship Visa; or
2. A Department of Immigration and Border Protection approved relative; or
3. A Lauriston Girls' School approved Homestay Family (in accordance with the requirements of the Lauriston Girls' School Homestay Policy).

In those cases when a student is not residing with a parent on a guardianship visa or a relative approved by the Department of Immigration and Border Protection, they are required to have a Support Person in Australia for the duration of their enrolment.

The Student Support Person must be arranged through ISA. ISA is an independent student care and support service located in Australia. The role of the Student Support Person is that of an independent third party to advocate in the best interests of the student. The Student Support Person will work with the School and the parents to provide independent support and advice to the students and parents, as required. The Student Support Person is not a legal guardian of the student.

POLICIES AND PROCEDURES

International Student Support Person Policy



The appointment of the Student Support Person for the student must be approved by Lauriston Girls' School.

Parent/Guardian Responsibility:

Parents/guardians are required to arrange approved support services for their daughters. All costs associated with arranging an approved Student Support Person must be covered by the students' parents/guardians.

Approved Student Support Persons must be located in Melbourne, Victoria.

The Student Support Person arrangements must be in place prior to the commencement of the student at Lauriston Girls' School.

Responsibility of Lauriston Girls' School:

Upon confirmation of:

1. Student Support Person arrangements lodged; and
2. Homestay accommodation lodged (refer to Homestay Policy); and
3. Confirmation of ELICOS enrolment (if required)

Lauriston Girls' School will issue an Electronic Confirmation of Enrolment to the agent in order to finalise the student visa application.