



## **INTERNATIONAL FEE PAYING STUDENTS ACCOMMODATION POLICY**

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### **RATIONALE:**

This accommodation policy outlines factors that will be considered when managing accommodation for international students enrolled at the College. This policy should be read in conjunction with the Education (Pastoral Care of International Students) Code of Practice 2016 and the Education Act 1989. The College undertakes to comply with the accommodation provisions set out in Education (Pastoral Care of International Students) Code of Practice 2016 (The Code) clause 26.

### **POLICY OBJECTIVES:**

1. To provide a suitable living environment conducive to study and a safe and supportive home life
2. To involve residential caregivers in the welfare of the student
3. To assist the student to successfully integrate into New Zealand life
4. To ensure the student is well cared for and supported by the College

### **APPROVED ACCOMMODATION**

All international students must live with parents or residential caregivers that have been approved by the College. The following categories of residential care may be approved by the College:

- Designated caregiver
- Homestay carer
- Approved temporary accommodation

The College will not approve accommodation for students over 18 years of age not living with parents other than with a residential caregiver.

### **RESIDENTIAL CAREGIVERS**

#### Onsite Assessment

Residential care accommodation for international students will undergo an on-site assessment to determine that the accommodation is appropriate and meets the College's minimum requirements, is not a boarding establishment and the residential caregiver provides a safe physical and emotional living environment.

#### Ongoing Monitoring

All residential care accommodation for international students will be monitored on a regular basis including visits to the accommodation and student interviews to ensure that the accommodation continues to meet required standards.

### Resolving Difficulties

Where difficulties arise in residential care, the College will liaise with residential caregivers, contracted agents, students and parents as appropriate to resolve such difficulties.

### **SAFETY CHECKING**

Safety checks, including Police vetting as appropriate, will be carried out for residential caregivers. Other adults aged 18 years and over living in the accommodation will undergo an appropriate safety check.

### **DESIGNATED CAREGIVERS**

- The College will have Designated Caregiver Agreements with all designated caregivers
- The monitoring of students living in designated care will be managed in accordance with this policy and the Designated Caregiver Agreement

### **HOMESTAY**

- The College will have written Residential Caregiver Agreements with all homestays
- The College will have written Homestay Accommodation Agreements with all students and their families
- The monitoring of students living in homestays will be managed in accordance with this policy and the Homestay Accommodation Agreement
- Homestay fees paid to the College will be held by the College on behalf of students and paid to host families in regular payments. Remaining homestay fees at the end of enrolment will be refunded according to the Colleges' refund policy.

### **TEMPORARY ACCOMMODATION**

- The College will assess the suitability of the accommodation considering the age and gender of the students
- The College will ensure adequate supervision is in place for all students
- The College will ensure all pastoral needs of the students are met including meals and laundry
- The College will ensure that supervisors in temporary accommodation undergo an appropriate safety check
- The College will monitor and manage risks to students

**REVIEW:**


The College will review the conditions relating to this policy as part the annual self-review. The College will collect and record appropriate evidence of the review.

**REPORTING:**

The Director of International Students will report directly to the College Principal on the operation of the College's policy for accommodation for international students.

**Review schedule:** Annually

	<b>New/Reviewed</b>	<b>Next Review Date</b>
Initial table of document	October 2008	
Annually thereafter	July 2016	June 2017
	February 2017	June 2018

Chairperson Signature	
Date	25 June 2018