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Documents:

References:

Relevant Standards: Standards for Registered Training Organisations (RTOs) 2015
 ELICOS National Standards 2018
 Education Services for Overseas Students (ESOS) Act 2018

Authorised:
 Position: Principal

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PURPOSE

Blackfriars Priory School (Blackfriars) enrolls students under 18 years of age. To ensure students have adequate and compliant welfare arrangements, the school complies with Commonwealth, State and any other regulatory requirements relating to child welfare and protection relevant to the school.

BACKGROUND

The Australian Government must be satisfied that there is appropriate accommodation, support and general welfare arrangements in place for the period that the student will be under 18 while in Australia before a Visa can be granted. Students must not enter Australia before their welfare arrangements start. This is a condition of their Visa. A breach of Visa conditions could result in cancellation of the Visa.

All staff and homestay providers must have a valid working with children check.

POLICY

The National Code Standard 5 requires that prospective students are provided with relevant information about accommodation requirements prior to enrolment. Information is provided in the International section of the Blackfriars website at international.blackfriars.sa.edu.au

For students being issued a Confirmation of Appropriate Accommodation and Welfare (CAAW) letter by Blackfriars, the school is responsible under the Migration Regulations. The CAAW will note the beginning and end dates of the period for which the school is willing to undertake responsibility for approving accommodation, support and welfare arrangements for all students. This is created and noted within PRISMS in preparing the CAAW. Should non approval of welfare need to be noted by the school, this will also be undertaken in PRISMS. Should a student change his living arrangements Department of Home Affairs will be advised via PRISMS.

If a student for whom the College has issued a CAAW refuses to maintain approved arrangements, the school will report this to Department of Home Affairs and advise the student to contact the Department of Home Affairs to ensure visa implications are understood.

PROCEDURE

International student profile biannual check

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Blackfriars maintains up to date student contact details, as outlined in Standard 3.5, via the International Student Profile Biannual Check form at the beginning of Terms 1 and 3. Information gathered includes a student's mobile phone number, email address and living arrangement contact details.



Change of welfare responsibility

If a parent / nominated guardian wishes to assume welfare responsibility, the parent / nominated guardian must notify the school as soon as practicable of their intentions and must provide the school with written evidence of a guardian Visa grant. The school will advise Immigration if approved by Blackfriars.

If Blackfriars is no longer able to approve the welfare arrangements of a student, the school will make all reasonable efforts to ensure that the student's parents are notified immediately.

Blackfriars will advise Immigration and the student's parents and local support person of any changes made to the care arrangements for students within 24 hours.

Critical incidents

Homestay families / guardians are required to notify any critical incident involving an international student immediately to the International Students Program Officer who is accessible to all staff and homestay families / guardians in the event of a critical incident. They will lead the response to a critical incident in consultation with the Principal. If the school is unable to contact a student and have concerns for the student's welfare, we will make all reasonable efforts to locate the student, including notifying the police and other relevant Commonwealth, and State agencies as soon as practicable. The school will also contact the students' parents / legal guardian and other relevant authorities if there is concern for their welfare. In the event of a significant or critical welfare issue involving the student, and if determined necessary by the school, a parent, legal guardian, or approved relative will travel to a designated location within five (5) days to assume care of the student until the situation has been resolved to the school's satisfaction.

Maintaining contact

The International Students Program Officer provides a telephone number available 24-hours-per-day / 7-days-per-week to both the student and homestay provider to be used in case of emergency.

It is a requirement that students always carry a charged mobile telephone and the contact details (including telephone and address) of their homestay provider. If the host provider is unable to contact the student, at any time, they will contact the Blackfriars International Students Program Officer who must make reasonable efforts to locate the student, including contacting the Education Agent and/or parents of the student. If there is a concern about the student's welfare, the Police and any other relevant Commonwealth, State or Territory agencies must be contacted as soon as practicable.

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