



## Overseas Students Accommodation, Support and Welfare Arrangements - Policy and Procedures

Policy Name	Overseas Students Accommodation, Support and Welfare Arrangements - Policy and Procedures
Constructed /Reviewed by	Executive/Board
Review	Last Review: March 2023 Next Review: March 2025

All overseas students (regardless of age) must live with a parent or have a Melbourne-based Guardian approved by the De

the age of 18. The parent or person who has custody of the overseas student is at all times legally responsible for the student.

- The School will advise students who are issued with a CAAW (Confirmation of Appropriate Accommodation/Welfare Arrangements) that they may not travel to Australia before the nominated Welfare Start Date.
- The School will maintain approval of accommodation and care arrangements until:
  - The student completes the course and departs Australia
  - the student turns 18 years
  - any appeals processes in relation to Yarra Valley Grammar's intentions to cancel the student's enrolment has been finalised (including suspensions, cancellations, course progress and attendance)
  - the student has alternative welfare arrangements approved by another registered provider
  - a parent or a parent nominated Guardian approved by the Department of Home Affairs assumes care of the student
  - Yarra Valley Grammar has notified the Department of Home Affairs that it is no longer able to approve the student's welfare arrangements and has taken the required action after not being able to contact the student.

In circumstances where Yarra Valley Grammar can no longer be able to approve or continue to take responsibility for the overseas student's welfare arrangements, the School will immediately report through Provider Registration and International Student Management System (PRISMS) and make all efforts to contact student's parent or legal guardian immediately that the School can no longer approve the overseas student's welfare.

If the overseas student does not have a DOHA approved guardian, parents must choose option C for the School to arrange appropriate accommodation and welfare



## ELIGIBILITY AND APPOINTMENT OF DESIGNATED CAREGIVER

The Designated Caregiver is

- ¾ appointed before the student arrives to study
- ¾ appointed as per the term of the agreement
- ¾ over 25 years of age and able to communicate effectively in English and student's native language
- ¾ Have permission to reside in Australia and remain in Melbourne for the duration of student's enrolment at Yarra Valley Grammar.
- ¾ be of good character and reside in Melbourne, Australia whilst the student is at Yarra Valley Grammar,
- ¾ provide a [Working with Children Check](#), further information is available on the website of the Victorian government.
- ¾ abide by all school policies and procedures

- local sim for a mobile phone, provide



For further information regarding your responsibilities as Guardian, Designated Caregiver and homestay host, please refer to [Child Protection Policy and Procedures](#) and [Code of Conduct Policy](#).

In addition, Guardians, Designated Caregivers and homestay hosts are expected to follow all [policies and procedures](#)

