

Rangiora High School Board



Accommodation Policy – International Students

Rationale

Rangiora High School undertakes to comply with the accommodation provisions set out in Education (Pastoral Care of International Students) Code of Practice 2016 (The Code).

This policy should be read in conjunction with the Education (Pastoral Care of International Students) Code of Practice 2016 and the Accommodation Procedure for International Students.

Purpose

This accommodation policy outlines factors that will be considered when managing accommodation for international students enrolled at Rangiora High School.

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 ensuring the student is well cared for and supported by Rangiora High School

Approved Accommodation

All international students must live with parents or residential caregivers that have been approved by Rangiora High School.

The following categories of residential care may be approved by the school:

- Designated Caregiver
- Homestay
- Approved Temporary Accommodation

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

Use of Accommodation Agents

Rangiora High School may choose to use accommodation agents to organise and manage student accommodation. In the event that an accommodation agent is used, the school will enter into a written contract with the agent and will ensure that the accommodation services provided by the agent meets the requirements of the Code.

Residential Caregivers – Onsite Assessment

Residential care accommodation for international students will undergo an on-site assessment to determine that the accommodation is of an acceptable standard, is not a boarding establishment and the residential caregiver provides a safe physical and emotional living environment.

Residential Caregivers – 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.

Residential Caregivers – Resolving Difficulties

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

Residential Caregivers – 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

- Rangiora High School will have written 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

- Rangiora High School will have written Residential Caregiver Agreements with all homestays
- Rangiora High School 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 Rangiora High School will be held by the school 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 Rangiora High Schools' refund policy.

Temporary Accommodation

Rangiora High School will:

- Assess the suitability of the accommodation considering the age and gender of the students
- Ensure adequate supervision is in place for all students
- Ensure all pastoral needs of the students are met including meals and laundry
- Ensure that supervisors in temporary accommodation undergo an appropriate safety check
- Monitor and manage risks to students

Review

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

Reporting

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

Related Policies

- Refunds and Cancellations Policy – International Students
- Managing Contracted Recruitment Agencies Policy – International Students
- Managing Supervised Groups Policy – International Students
- Fee Protection Policy – International Students
- International Students Policy
- International Student Grievance Policy
- Refund of Fees: Group Study Tours – International Students
- School Disciplinary Policy – Rangiora High School
- Complaints and Grievances Policy – Rangiora High School

Relevant Documentation and Legislation

- [Education and Training Act 2020](#)
- [Education \(Pastoral Care of International Students\) Code of Practice 2016](#)
- [Guidelines for the Education \(Pastoral Care of International Students\) Code of Practice 2016](#)
- [International Student Contract Dispute Resolution Scheme Rules 2016](#)

- [The International Student Wellbeing Strategy](#)
- [Care of Children Act 2004](#)
- [Vulnerable Children Act 2014: A practical guide for Early Childhood Education Services, Ngā Kōhanga Reo, Playgroups, Schools and Kura](#)
- [Children's Act 2014 No 40 \(as at 07 August 2020\), Public Act](#)
- Accommodation Procedure – International Students
- Communications Procedure – International Students
- Marketing Procedure – International Students
- Appointment, Monitoring & Management of Education Agents Procedure – International Students
- Dealing with Grievances and Complaints Procedure – International Students
- Managing Supervised Groups Procedure – International Students
- International Student Wellbeing Procedure
- Managing International Student Enrolment Procedure
- Managing Attendance and Withdrawal Procedure – International Students
- Supporting Academic Outcomes Procedure – International Students
- Procedure for Managing Student Behaviour – International Students
- Supporting Students & Residential Caregivers during Lock Down Procedure – International Students
- Procedure for Critical Incidents – International Students
- International Student Code of Conduct
- Secondary Student Application and Contract of Enrolment
- International Student Accommodation Agreement
- Residential Caregiver Agreement
- Designated Caregiver Agreement
- Procedure for removing a student from a homestay
- Procedure for documenting Homestay Behaviour
- Change of Homestay Document
- Designated Caregiver Application Pack
- Police Vetting Forms

Date of Review	November 2021
Date of Next Review	November 2024
Date Adopted by the Board	December 2021
Date Amended by the Board	