



# NELSON COLLEGE NEW ZEALAND

Te Kura Tamatāne O Whakatū

## Accommodation Policy

### PURPOSE:

This accommodation policy outlines factors that will be considered when managing accommodation for international students enrolled at the school. This policy should be read in conjunction with the Education (Pastoral Care of International Students) Code of Practice 2016 and the Education Act 1989.

### RATIONALE:

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

### 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 school

### APPROVED ACCOMMODATION

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

- Homestay
- School hostel
- Designated Caregiver

The school 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 of an acceptable standard, 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 school 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.

### HOMESTAY

- The school will have written Residential Caregiver Agreements with all homestays
- The 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 the 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 the schools' refund policy.

### SCHOOL HOSTEL

- The school will have written Residential Caregiver Agreements with school hostels
- The school will have written Hostel Accommodation Agreements with all students (or their legal guardian) living in a school hostel
- The monitoring of students living in a school hostel will be managed in accordance with this policy and the Hostel Accommodation Agreement

DESIGNATED CAREGIVERS

- The 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

REVIEW:

The 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:

The staff member in charge of international education will report directly to the school Principal on the operation of the school's policy for accommodation for international students.

*This policy has been approved by the Board of Trustees:*

*Approval Date:* \_\_\_\_\_

*This policy has been reviewed on:*

*Review Date:* \_\_\_\_\_