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## **Younger Full Fee Paying Overseas Students Accommodation Arrangements Policy**

### **Source of Obligation**

Standard 5.3.3 of the National Code requires the School to take responsibility under the Migration Regulations 1994 (Cth) for approving the accommodation, support and general welfare arrangements for an full fee paying overseas student who is under 18 years of age.

The School must have and implement documented processes for verifying that the student's accommodation is appropriate for the student's age and needs:

- prior to the accommodation being approved; and
- at least every six months thereafter.

### **Kambala's Policy**

It is the School's policy to assess younger full fee paying overseas students' accommodation arrangements through:

- student interviews
- any other ways the School deems necessary to confirm that the accommodation still meets the full fee paying overseas student's needs.

### **Approval of Accommodation**

A younger full fee paying overseas student's accommodation must be approved by the School prior to the student residing at the accommodation.

The student's accommodation must be:

- suitable to reside in
- a safe, supportive and welcoming environment
- kept clean and tidy
- able to access a shared bathroom or private bathroom
- able to access a form of heating in the winter and a form of cooling in summer.

The School ensures that its Boarding School provides appropriate accommodation for younger full fee paying overseas students who choose to board at the School through our **Boarding Facilities** policies and procedures. To ensure the ongoing suitability of the accommodation for students' ages and needs, the School conducts an audit of the facilities every six months.

If the approved accommodation for a student is the School's Boarding School:

- the Boarding School must meet the Australian Boarding Standard for Australian Schools and Residences AS 5725:2015

- the School must have documented processes to verify that the accommodation is appropriate to the student's age and needs prior to the placement.

**If an Full Fee Paying Overseas Student Turns 18**

If an full fee paying overseas student turns 18 while enrolled at the School, the School's Confirmation of Appropriate Accommodation and Welfare (CAAW) responsibility will cease.

Additionally, the requirements under Standard 5 of the National Code and this policy will no longer apply.

If an full fee paying overseas student turns 18 while enrolled in the final period of their course, the School may decide to apply a condition on their enrolment in the course, requiring the full fee paying overseas student to continue to reside in the approved accommodation until the completion of the course. This will be made clear in an amended and signed written agreement or enrolment contract.

**Record Keeping**

The School maintains evidence of compliance with this policy by maintaining records of activities undertaken by the School in accordance with this policy, any written agreements entered into by the School and copies of all CAAW letters. Records will be maintained in accordance with our **Full Fee Paying Overseas Students Records Management and Retention Policy**.