



OUTCOME STATEMENT

The Wesley College school board is committed to providing a positive educational experience for international learners where they are supported to meet their goals are safe and properly cared for in line with the Pastoral Care of Tertiary and International Learners Code of Practice 2021 (the Code.)

SCOPING

This policy applies to all international learners enrolled at Wesley College. It defines school board policy and provides management guidelines on the enrolment and care of international learners.

DELEGATIONS

Although ultimate accountability sits with the board, the board delegates responsibility to the principal to ensure the effective management and care of international students.

The Coordinator of International School Learners has responsibility for the administrative, pastoral care, advocacy, recruitment, and home stay arrangements, if required, by international school learners and ensuring that the Code is being adhered to.

EXPECTATIONS AND LIMITATIONS

All International School Learners must hold a current valid student visa.

The School Board will ensure the enrolment of International School Learners will not have an adverse impact on domestic students and staff. Financial gain received from the enrolment will be directed to students and staff in the expectation that this will broaden the education benefit of all.

1. The Director of International School Learners will provide the School Board with publicity, marketing and procedural information as it is developed and when requested. The School Board will review the enterprise at a minimum of annual intervals, or as required.
2. The School Board sets the current level of fees well in advance of the coming school year so that parents/students/agents have plenty of prior notice.
3. The School Board requires that the administration of International School Learner activity be treated as a commercial enterprise based on quality systems control, and adherence to well defined procedures.
4. The School Board has monitored impact on academic and other school standards. At this issue date the lack of adverse effects and benefits accrued make a maximum percentage of International School Learners of 10-15% acceptable and in the interests of the school and the local students.
5. The school leadership, through the Coordinator of International School Learners, will implement, monitor and review policies and procedures for the administration of International Student Learning.

RELATED AND RELEVANT SCHOOL DOCUMENTS

- [International School Learner Administration Structure Procedure](#)

- [International School Learner Attendance Procedure](#)
- [International School Learner Emergencies And Traumatic Response Plan Procedure](#)
- [International School Learner Discipline Procedures](#)
- [International School Learner Disputes Resolution Scheme Procedure](#)
- [International School Learner Transfer of Care Procedure](#)
- [International School Learner Concerns and Complaints Policy](#)
- [International School Learner Tuition Fees Refund Policy](#)
- [International School Learner School Fees Protection Policy](#)

LEGISLATION

[Pastoral Care of Tertiary and International Learners Code of Practice 2021](#)

The Wesley College School Board approved this policy November 2024.
This policy will be reviewed on /before the November meeting 2027.

PRESIDING MEMBER

28 November 2024
DATE: