



INTERNATIONAL STUDENT & EAL POLICY

1. Purpose

This policy exists to ensure that all students, regardless of their cultural background and stage of language acquisition, have the right to access and participate fully in the educational program offered by the School. In supporting the needs of our International Student cohort, this Policy recognises that these students have a different range of linguistic skills, and that the School needs to cater to the best of its ability in attending to these students' needs and modifying the curriculum where necessary. Similarly, provision should also be made for the students' social and emotional welfare.

2. Scope

This Policy has application to all students and teaching staff at St Catherine's School.

3. Definitions

[EAL]: Enrolment in EAL is available only to students who have approved EAL status. A student may be eligible for EAL status if they:

- a. Have been a resident in Australia or New Zealand or other predominantly English-speaking country for no more than seven years or they are a student of Aboriginal or Torres Strait Islander descent whose first language is not English. The period of seven years is to be calculated cumulatively over the student's whole life. The calculation of time spent in Australia is made from the date of last arrival plus any previous periods of time spent in Australia or any predominantly English-speaking country. Time spent out of Australia during school vacations should be included in the accumulation towards the seven years because there would have been no disruption to education during these periods.
- b. English has been the student's major language of instruction for a total period of not more than seven years over the period of their education.

[ELS]: [English Language Support]

[International Students]: [International Students are deemed to be those who do not have Australian citizenship or permanent residency; New Zealanders are exempt from this]

[ELICOS]: [English Language Intensive Courses for Overseas Students]

[FFPOS]: [Full-Fee Paying Overseas Students]

[DHA]: [Department of Home Affairs]

[VEOHRC]: [Victorian Equal Opportunity and Human Rights Commission]

[HREOC]: [Human Rights and Equal Opportunity Commission (Cth)]

[VCAA]: [Victorian Curriculum and Assessment Authority]



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4. Policy Statement

St Catherine's School acknowledges its obligations to meet the provisions of federal and state legislation; in particular the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code 2018), the Equal Opportunity Act 2010 (Vic), and the Victorian Charter of Human Rights and Responsibilities Act 2006 (Vic). We are also subject to the anti-discrimination legislation administered by the Human Rights and Equal Opportunity Commission at Commonwealth level.

At St Catherine's School, this manifests itself as:

- Cultural inclusion, religious tolerance, social cohesion and community integration;
- A discrete curriculum used in conjunction with a withdrawal approach of instruction;
- Recognition, regard for, and provision of, assistance for the specific needs of EAL students;
- Curriculum modification where appropriate, in work requirements, assessment tasks and examinations;
- Provision of a secure and encouraging learning environment; and
- A consistent and systemic approach to dealing with EAL students' requirements.

5. Expectation of English Proficiency and Educational Qualifications

All prospective FFPOS are required to complete and submit their results from an AEAS English Proficiency Test. In assessing whether an offer of enrolment will be made, the following are considered:

- The students English Assessment Score will be taken into consideration and must indicate a score deemed satisfactory as determined by the Principal.
- The student's stanine ranking for Non- Verbal Reasoning ability and Mathematics Reasoning ability is also taken into consideration.
- A student must complete the requisite ELICOS requirements, at an authorised ELICOS Provider, as indicated as necessary by the AEAS Test, before schooling can commence at St Catherine's School.
- A student must provide a copy of their School Reports from the previous year and must have completed the previous year level in their own country before they can begin the next year level at St Catherine's School i.e. students applying for Year 10 must have completed Year 9 or its equivalent in their country of residence
- Students who are unable to access AEAS Testing Centers will be expected to complete a Written Test initiated by the school with an authorised agent.



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6. Recognition of EAL Students' additional support

Students who have been granted EAL status on the basis of unfamiliarity with the English language are not eligible under VCAA criteria, for Special Provision on this basis alone, unless they qualify for EAL status because of a hearing impairment.

Students may be eligible to receive assistance by means of EAL teachers employed by the School to assist students in their development of English proficiency. EAL students who meet the necessary Government or VCAA criteria are expected to attend EAL classes.

7. Use of Dictionaries

EAL students from Years 7 – 11 may also refer to dictionaries (bilingual and/or English) but not the electronic variety. Students are made aware that dictionaries are only permitted for EAL in the final external examinations for Unit 3 & 4 VCE subjects.

8. Payment of Fees

Information regarding the payment of fees is contained in the School's Schedule of Fees and Charges. Parents are provided with this document on enrolment and information is also available on the website. Questions about fee payments and charges are to be made in writing to the Director of Business for consideration.

9. Responsibility

The Director of Teaching and Learning, the Heads of Year, Director of Student Wellbeing, the Director of Boarding Services, the Director of Student Programs and the Head of Junior School all bear particular responsibility but all staff need to ensure compliance with their obligations to International Students in their care.

10. Compliance requirements

- Department of Home Affairs
- Victorian Equal Opportunity and Human Rights Commission (Vic)
- Human Rights and Equal Opportunity Commission (Cth)

11. Associated Documents

- St Catherine's School Community Code of Conduct policy
- St Catherine's School Enrolment Policy
- St Catherine's Schedule of Fees and Charges