

HOKOWHITU SCHOOL INTERNATIONAL STUDENT POLICY

PURPOSE

The Hokowhitu School Board approves the enrolment of international fee-paying students and is committed to supporting their educational and pastoral needs through compliance with the Education (Pastoral Care of International Students) Code of Practice.

GUIDELINES

1. Hokowhitu School will be a signatory of the Education (Pastoral Care of International Students) Code of Practice.
2. The principal is authorised to negotiate fees for international students.
 - a. International students are required to pay tuition fees in advance of beginning each term.
 - b. If an international student withdraws from Hokowhitu School before the agreed completion date, the parent/guardian may apply for a refund of tuition fees.
3. The managers for international students will have overall responsibility for matters relating to international students and will regularly review the needs of individual students.
4. International students will be placed in regular mainstream classes studying the New Zealand curriculum according to their age.
 - a. International students will be withdrawn for specialist ESOL tuition and pastoral care according to their needs.
5. Hokowhitu School will carry out a self-review of its adherence to the Code of Practice on a yearly basis, as part of the school's ESOL accreditation requirements

ASSOCIATED POLICIES/PROCEDURES/HANDBOOKS

Legislation

- Education (Pastoral Care of International Students) Code of Practice (2019 amendments)

Guidelines

- Guidelines for the Education (Pastoral Care of International Students) Code of Practice 2016

School Policies, Procedures, and Other Documents

- Procedures for attendance, non-attendance, follow-up and withdrawal of international students
- Delegations Policy
- Self-Review Policy

Ratification date: 2 November 2021

Review date: Term 3 (August-September) 2024

Presiding Member: _____

Principal: _____