

Homestay Policy

Rationale: Where parents opt for DEECD to arrange accommodation, the Department through the school, is responsible for provision of accommodation, support and general welfare to the student. These arrangements shall be in place for the period that the student will be under 18 while in Australia. This policy has been developed to meet the requirements of the ESOS National Code 2007 and Student visa (Condition 8532) which require that appropriate arrangements have been made for the accommodation, welfare and support of students under 18 years of age.

This policy is designed to be consistent with the PPSSU guidelines.

Policy:

- The School will organise homestay accommodation of high quality and which provides a safe, comfortable and caring environment.
- The homestay accommodation will be provided by a host which may be a family, couple or single person and need not be of Anglo-Saxon descent.
- Working with Children checks will be organised prior to the student moving in
- The maximum number of students per homestay is 3, regardless of provider.
- A weekly fee of between **\$275 - \$290** will be charged. This covers expenses associated with the provision of the following homestay services:
 - Single bedroom for the student's exclusive use
 - Three meals per day, seven days per week (cooked evening meal)
 - Facilities including a bed, wardrobe, towels and linen
 - Gas, electricity, heating and water costs
 - Cleaning services of common living areas
 - Use of living areas within residence
 - Study facilities, including a desk, study light and bookcase
- Telephone and internet expenses will be the student's responsibility.
- The initial payment will include two weeks' rent in advance plus a bond that is the equivalent of two weeks' rent.
- During holidays a holding fee to secure the homestay accommodation fee may be required to cover the student's absence.
- If a homestay provider wishes to terminate the homestay agreement, at least two weeks' notice is given to the student and School.
- Where a student moves out of a homestay at least two weeks' notice must be given to the homestay provider and School. Giving less than this may result in the bond being forfeited.
- Students of the opposite sex will not be permitted to live in the same homestay.
- Students will be asked to sign a Homestay Responsibility Agreement on commencement of their enrolment. This will outline the house rules and requirements as well as homestay costs and methods of payment.
- Students must have written permission from their parents and must provide relevant contact details if they wish to stay away from their homestay overnight
- Students and/or parents are required to reimburse homestay providers for any damage to property caused by student, or costs incurred by student during the time of residence
- Complaints that cannot be resolved by either the homestay provider or the student should be referred in writing to the School.
- The School will monitor progress of homestay arrangements, including twice yearly visits.
- Students may not change the homestay arrangements without consultation with the School.
- It is a condition of enrolment at **the VCA Secondary School** that all international students must reside in homestay accommodation (**including** students who are over 18).

Support Programs

- An International Student Manager who oversees each international student's learning program and their transition into the school community.
- Airport reception.
- Access to Interpreter service if needed.
- Access to Welfare counseling.
- Medical information and support.
- School Orientation Program and buddy.
- Advice and help purchasing new and second hand books/Myki/open bank account/mobile phone.
- Advice and help in choosing Year10/VCE subjects.
- Advice/counseling regarding music/dance practice outside of school hours.
- Taxi home if student is required for late rehearsals/concerts.
- ESL/EAL coaching/classes
- Access to professional support outside of school.
- Quality homestay arrangements.

INTERNATIONAL STUDENTS

– IMPORTANT INFORMATION

– DOWNLOADABLE PDF LINKS

(highlight and copy the required link(s) below into your web address line)

Windows of Opportunity

Chinese - http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=2378C559-9053-4140-A6F9-C23DB3059DD6&siteName=deecd

Vietnamese - http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=98EC9961-1020-44A1-ADE8-706286FB63E7&siteName=deecd

Tuition Fees

English - http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=23335506-E6D3-4F8E-8A7E-532321D1F04C&siteName=deecd

Simplified Chinese -

http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=F3612CB2-FFDB-4259-B26C-19C8A20E4254&siteName=deecd

Korean - http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=D56B5CD9-CA1F-4349-89C0-88A57F56C1ED&siteName=deecd

Applications – Terms, Conditions and Policies

English - http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=F50557F3-931E-4FD1-9F76-7F330CBC338B&siteName=deecd

English – Study Abroad Terms, Conditions and Policies -

http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=37577D8A-C477-4CDD-BCB7-F0B8B486383C&siteName=deecd

Pre-departure guide for international students

Simplified Chinese - <http://predepartureguide.study.vic.gov.au/?xml=CHINESE#folio=FC>

Korean - <http://predepartureguide.study.vic.gov.au/?xml=KOREAN#folio=FC>

Online payment guides

Korean - http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=7B792B41-7BDC-43E2-9E05-C53957E8BA71&siteName=deecd

Simplified Chinese -

http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=26BC6CB5-489E-4D0B-A885-33925C54678E&siteName=deecd

Refund Policy Forms

English - http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=7BA5A04D-8C52-4255-AF1D-620CEEEFB2A4&siteName=deecd

Simplified Chinese -

http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=05DDF940-DDF7-4F28-9874-239FFCBF8600&siteName=deecd

Traditional Chinese -

http://www.study.vic.gov.au/shadomx/apps/fms/fmsdownload.cfm?file_uuid=1AB863CF-CFA5-441A-98E5-23FDB6B1675D&siteName=deecd

VET STUDIES

CREDIT TRANSFER FOR VET STUDIES RATIONALE

The College undertakes to recognize AQF qualifications and Statements of Attainment issued by another RTO upon receipt of validated evidence that the qualifications or Statements of Attainment have been issued by any RTO. The qualifications and Statements of Attainment to be recognized must be identical to those being delivered by the College. The College undertakes to provide advice to clients on its obligations. The College undertakes to provide staff with information about the requirements for recognition of AQF qualifications and Statements of Attainment issued by another RTO

RECOGNITION OF PRIOR LEARNING AND CURRENT COMPETENCIES FOR VET STUDIES

RATIONALE The College ensures that individual's prior learning is recognised, irrespective of how or where the learning has taken place All students will be provided with RPL Information in the Student Handbook before enrolment Applications for RPL will be managed and assessed by a person with relevant qualifications, who will provide information and support to the applicant. The requirements of AQTF 8.1 will be met.

STUDENT COMPLAINTS: Procedures required by the DoE School's Reference Guide (6.10). A copy of this document can be reviewed on appointment.

21764 VIC CERTIFICATE II IN DANCE, FEBRUARY 2008

VCE VET Units 1–2 Code Unit of competence
Nominal Hours HLTA1A Apply basic First Aid 10 VBQU065 Develop a basic level of physical condition for dance performance 35 VBQU066 Develop basic dance techniques 80 CUECOR02B Work with others 15 CUFSAF01B Follow health, safety and security procedures 15 CUVCOR11A Source information on history and theory and apply to own area of Work 30 Subtotal 185

VCE VET Units 3–4 Code Unit of competence
Nominal Hours CUEIND01B Source and apply entertainment industry knowledge 15 VBQU067 Prepare self for a dance performance 40 VBQU068 Refine basic dance techniques 80 VBQU069 Apply basic dance techniques for performances 80 Subtotal 215 PROGRAM TOTAL 400

VET MUSIC CUS30201 CERTIFICATE III IN MUSIC INDUSTRY (TECHNICAL PRODUCTION)

THE FOLLOWING UNITS OF COMPETENCY WILL BE UNDERTAKEN
OVER TWO YEARS AT VCASS (Year 10 and Year 11)

- CUSADM08A Address copyright requirements
- CUSBGE01A Develop and update music industry knowledge
- CUSBGE11A Plan a career in music
- CUSMCP02A Compose a simple song
- CUSMGE06A Read music
- CUSSAF02A Follow health, safety and security procedures in the music industry
- CUSSOU06A Lay sound tracks
- CUSMPF04A Prepare self for performance
- CUSMPF10A Develop and practice improvisation
- CUSMGF06A Extend technical skills in performance
- CUSMGE01A Maintain self or group in music
- CUSMGE12A Maintain and expand music knowledge and critical listening skills

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