Condition of Boarding, Approved Guardian and / or Homestay, Passport and Visa Information

All students and parent(s) / legal guardian (if student is under 18 years of age) must read and sign the Conditions of Boarding, Approved Guardian and/or Homestay information sheet, including Passport and Visa Information. The Appointment and Acceptance of Approved Guardian and/or Homestay Host information sheet must be completed in full and returned to the Registrar at Kincoppal-Rose Bay School prior to the student commencing at the School, before consideration is given to homestay arrangements, or approval given to changes to previously approved guardian and/or homestay arrangements.

Important Passport and Visa Information

The National Code 2007 specifies that:

- The student must provide to the School copies of current passport and visa details prior to student commencing.
- Non-permanent resident students holding a temporary visa of any class (other than a Student Visa) must, either personally or through parents or approved guardian, ensure that the Principal is always in possession of a copy of the student’s current passport and visa.
- The student and/or parents/approved guardian must advise the Principal immediately of any change of visa status, including the granting of a Bridging Visa at any time during the student’s enrolment at Kincoppal-Rose Bay School.
- The holding of a Bridging Visa may alter the status of the student’s enrolment at Kincoppal-Rose Bay School resulting in a significant increase in school fees payable to the School as a result in recent changes to Government funding.

I / we confirm that I / we have read and understand the Important Passport and Visa Information

All parties to sign below:

Student’s Surname ___________________________ Given Names ___________________________
(please print) (please print)

Father’s Surname ___________________________ Given Names ___________________________
(please print) (please print)

Mother’s Surname ___________________________ Given Names ___________________________
(please print) (please print)

Guardian’s Surname ___________________________ Given Names ___________________________
(please print) (please print)
Conditions of Boarding, Approved Guardian and Homestay

- The student must remain in boarding for the duration of her studies at Kincoppal-Rose Bay School, unless living in Sydney with a parent or approved family member.
- The student must have approved guardian and/or homestay arrangements in place before commencing at Kincoppal-Rose Bay School. The student's commencement date may be delayed if the appropriate interviews and documentation requirements have not been met in full.
- The approved guardian must be at least 25 years of age, have proficiency in the English language, reside in Sydney and have provided the School with a current police check and Working with Children background check of all members of the household/s.
- The approved homestay host must be at least 25 years of age, have proficiency in the English language, reside in Sydney, is an Australian citizen and have provided the School with a current police check and Working with Children background check of all members of the household/s.
- Kincoppal-Rose Bay School recommends Meridian Homestay Services (meridian@idx.com.au) as its approved homestay provider. Any other homestay arrangements must be approved by the Principal of Kincoppal-Rose Bay School.
- The student's parents must confirm in writing to the Registrar full names and contact details of the approved guardian and/or homestay family prior to the student's commencement at Kincoppal-Rose Bay School (see attached form).
- The approved guardian and/or homestay host must also confirm in writing that he/she has agreed to the responsibility of guardianship/homestay for the duration of the student’s studies at Kincoppal-Rose Bay School (see attached form).
- The School has the right to inspect the premises of the approved guardian and/or approved homestay and will make appropriate arrangements.
- The approved guardian and/or homestay host must accompany the student to all interviews prior to the student commencing studies at Kincoppal-Rose Bay School. The School will arrange a suitable interview date and time with the approved guardian and/or homestay host.
- Should the approved guardian and/or homestay change during the course of the student's study at Kincoppal-Rose Bay School, the student's parents must confirm in writing to the Registrar full details of the new approved guardian and/or homestay. The steps outlined above must be followed with regard to the new approved guardian and/or homestay.
- The above information must be provided to the School prior to the student changing her previously approved guardian and/or homestay arrangements. Should the information not be to hand prior to the School receiving the relevant written advice to the Registrar the School will not approve the new arrangements until all appropriate interviews and documentation requirements have been met in full.
• Under the provisions of the changes to Migration Regulations effective 1 July 2007, Kincoppal-Rose Bay School will guarantee welfare arrangements for the student during each study term only. The School does not provide welfare in any holiday period while the student is studying at Kincoppal-Rose Bay School. This includes the gap at the end of one study year and the beginning of the next study year. It is expected that the student’s family will make appropriate accommodation and welfare arrangements for the student in non-term time.

• Costs associated with homestay arrangements and mandatory premises inspections must be covered by the student’s family.

I / we confirm that I / we have read and understand the Conditions of Boarding, Approved Guardian and Homestay arrangements.

All parties to sign below:

Student’s Surname ___________________________ Given Names ___________________________ (please print)

Father’s Surname ___________________________ Given Names ___________________________ (please print)

Mother’s Surname ___________________________ Given Names ___________________________ (please print)

Guardian’s Surname ___________________________ Given Names ___________________________ (please print)
Appointment and acceptance of approved guardian and / or homestay host

All parties to sign below:

Student’s Surname __________________________ Given Names __________________________
(please print) (please print)

Father’s Surname __________________________ Given Names __________________________
(please print) (please print)

Mother’s Surname __________________________ Given Names __________________________
(please print) (please print)

Guardian’s Surname __________________________ Given Names __________________________
(please print) (please print)

1. I / We confirm that the person (s) below will be the approved guardian / and or homestay family for our daughter while she is a student at Kincoppal-Rose Bay School:

Signatures:

Father __________________________ Date __________________________

Mother __________________________ Date __________________________

2. I / We agree to the responsibility of guardianship and/or homestay host for the abovenamed student while she is studying at Kincoppal-Rose Bay School.

Signatures:

Approved Guardian __________________________ Date __________________________

Homestay Host __________________________ Date __________________________
### Approved Guardian Details
(for all students on student visa)

<table>
<thead>
<tr>
<th>Surname</th>
<th>First Name</th>
<th>Date of Birth</th>
<th>Address</th>
<th>Postcode</th>
<th>Phone (after hours)</th>
<th>Phone (business hours)</th>
<th>Mobile</th>
<th>Email</th>
</tr>
</thead>
</table>

### Homestay Host Details
(for all students on student visa)

<table>
<thead>
<tr>
<th>Surname</th>
<th>First Name</th>
<th>Date of Birth</th>
<th>Address (premises where student will be residing)</th>
<th>Postcode</th>
<th>Phone (after hours)</th>
<th>Phone (business hours)</th>
<th>Mobile</th>
<th>Email</th>
</tr>
</thead>
</table>

Reviewed April 2010