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Welfare and Accommodation Selecting, Screening and Monitoring Policy

Source of Obligation

Standard 5.3.7 of the National Code requires that where the School takes on responsibility under the Migration Regulations 1994 (Cth) for approving the accommodation, support and general welfare arrangements for a student under 18 years of age, the School must have documented policies and procedures for selecting, screening and monitoring any third parties engaged by them to organise and assess welfare and accommodation arrangements.

Meriden School's Policy

It is the School's policy to engage in comprehensive selection, screening and monitoring processes when engaging third parties, such as homestay providers, to organise and assess welfare and accommodation arrangements of our international students, particularly those who are under 18 years of age.

Selection

When selecting third parties to engage to organise and assess welfare and accommodation arrangements, the School's nominee, Oz Homestay completes a **New Host Family** Checklist

The School and/or its nominee Oz Homestay also:

- · provide information to the host family about their roles
- · enter into an agreement with the host family about their responsibilities
- · where possible, try to match families and student e.g cultural background, religion etc.

Screening

When selecting third parties to engage to organise and assess welfare and accommodation arrangements, the School, through its nominee Oz Homestay:

- ensures that all adults involved in the provision of the accommodation and welfare have valid and up-to-date Working with Children Checks
- · may also require Police checks
- ensures an accommodation environment is safe and suitable for the international student.

Monitoring

When selecting third parties to engage to organise and assess welfare and accommodation arrangements, the School and its nominee, Oz Homestay:

- conducts regular site inspections of the accommodation during the international student's stay
- monitors the overall wellbeing and welfare of the international student
- · monitors the family offering welfare and accommodation.

Working with Children Check Verification

Working with Refer to our Child Protection Policy and Procedures and Working with Children Check Policy and Procedures.

Record Keeping

The School maintains evidence of compliance with this policy by maintaining records of selection, screening and monitoring activities undertaken by the School in accordance with this policy and keep any written agreements entered into by the School. Records will be maintained in accordance with our International Students Records Management and Retention Policy.