

Student Support Policy

PURPOSE:

To provide a documented process for the management of students under the age of 18 years, in accordance with the National Code.

SCOPE:

Any student under the age of 18 years will be provided the appropriate support from ORANGE INTERNAIONAL COLLEGE in relation to accommodation, support and general welfare arrangements.

PROCEDURE:

ACCOMMODATION

Any student under the age of 18 years is required to provide ORANGE INTERNAIONAL COLLEGE with notice of their intended accommodation whilst studying. They will be required to nominate that they will be staying with:

- a) A parent or legal guardian, or
- b) A relative at least 21 years of age, or
- c) Accommodation arranged by ORANGE INTERNAIONAL COLLEGE

ORANGE INTERNAIONAL COLLEGE requires students to indicate their living arrangements at time of application.

LIVING WITH A PARENT OR GUARDIAN

Students who will be staying with a relative or guardian must provide full contact details of such.

LIVING IN ORANGE INTERNAIONAL COLLEGE ARRANGED ACCOMMODATION

In order for ORANGE INTERNAIONAL COLLEGE to arrange accommodation, the **student's** parent or guardian must first authorise the arrangement

Once suitable accommodation has been arranged ORANGE INTERNAIONAL COLLEGE will:

- a) Inform the student
- b) Inform DIAC
- c) Nominate the dates for which ORANGE INTERNAIONAL COLLEGE is responsible for the student

WELFARE

ORANGE INTERNAIONAL COLLEGE will accept responsibility for the welfare, guidance and support of the student for a period of 7 days before commencement of course and for 7 days on completion of course.

ORANGE INTERNAIONAL COLLEGE will monitor the student on a weekly basis for the first month of stay and then fortnightly until the completion of course.