

Overseas Students Homestay Policy

Overseas Students Policy	Last Review and Approved	January 2023
	Next Review Due	2024

1. Introduction

- 1.1. Citipointe Christian College and Citipointe Christian College International (The College) is committed to preventing harm to students and staff by providing a safe and supportive environment for all students.
- 1.2. The College and college staff “owe a duty to take reasonable care for the safety and welfare of all students in their school.”¹
- 1.3. A copy of this policy is located on the College’s website² and in the Overseas Student Handbook.

2. Scope of the Policy

- 2.1. This policy applies to college staff, agents, overseas students and their parents/legal guardians.

3. Policy

- 3.1. **Visa condition 8532** requires that under 18-year-old students maintain suitable accommodation, support and general welfare arrangements. Under 18-year-old students may stay with a parent or suitable relative approved by the Department of Immigration or, if this is not possible, they may stay in accommodation approved by their education provider.(refer to Overseas Students Welfare and Accommodation Policy³).
- 3.2. The Homestay Program is administered by Citipointe Christian College International. The College recognises that Risk Management for child protection begins with the recruiting, screening and selection of the right people to serve as homestay hosts, and continues by having consistent procedures in place for all homestay hosts to follow, with adequate management and supervision to ensure they comply with these procedures.
- 3.3. **Selection** - Homestay families are chosen from the Church and College community, and usually have children who attend the College. They are selected with regard to the following guidelines:
 - a) The homestay host must be an adult resident in Australia and must provide a stable family environment.
 - b) An adult deemed suitable by the College must provide supervision equivalent to that provided by a parent.
 - c) The family environment must be suitable for the age and gender of the student, and English should be the main language spoken in the home.
 - d) The homestay family will be regular church attendees who will take the student to church with them each week.
 - e) No more than two students are to be placed in one homestay. The number of students in a homestay should reflect the facilities available in the home.
 - f) The accommodation and facilities provided by the homestay must meet the College’s requirements for a safe and secure environment, and the College must be notified of any changes.
 - g) No student will be placed with a homestay until the accommodation has been inspected and approved.

3.4. Screening

- a) All homestay hosts must be holders of current Blue Cards issued by the Commission for Children and Young People and Child Guardian. In addition, every person living with the homestay host who is 18 years or over must be in possession of a current Blue Card. The only exception is where the homestay host is a relative of the student.
- b) All homestay hosts must provide the names and contact details of two referees, one preferably their Pastor, and these referees will be contacted to discuss the family’s suitability to serve as homestay hosts.

¹ Duty of Care Handbook (2018) Independent Schools Queensland p4

² <https://citipointe.qld.edu.au/international/policies/>

³ <https://citipointe.qld.edu.au/international/policies/>

- c) The College will undertake regular, on at least an annual basis, on-site visits to homestay hosts to view the accommodation offered.

3.5. **Induction** - Citipointe Christian College International has a written orientation process which applies to all homestay hosts and includes procedures for making homestay hosts aware of the legislation on Child Protection and the Code of Behaviour expected of them. The Induction process includes, but is not limited to, making homestay hosts aware of the protocols for the protection of children, such as matters related to being alone with a child, physical contact, privacy, language, bullying etc. All members of the homestay family must be present during orientation meetings. Ongoing training is provided to homestay hosts during regular home visits and other contact with the Homestay Coordinator.

3.6. **Blue Cards** - As of 31 August 2020, "[No card, No start](#)" blue card requirements apply for providers of child accommodation services, unless an exemption applies.

- a) All homestay hosts must have current Blue Cards where required by legislation.
b) The College maintains a register of all homestay hosts.
c) The College maintains a register of all Blue Card numbers and the dates for renewal.

4. Legislative Provisions and Related Documentation

Legislative Provisions

- Criminal Code of Queensland Act 1899 (Qld)
- Privacy Act 1988 (Cth)
- Child Protection Act 1999 (Qld)
- Education Services for Overseas Students Act 2000 (Cth)
- Education (Accreditation of Non-State Schools) Act 2017 (Qld)
- National Code of Practice for Providers of Education and Training to Overseas Students 2018 (Cth)
- Working With Children (Risk Management and Screening) Act 2000
- Education (Overseas Students) Act 2018 (Qld)

This policy is to be read in conjunction with other policies and College guidelines i.e.

- [5.1 Privacy of Information](#)
- [6.1.9 COVID-19 Return to On-Campus Learning Compliance](#)
- [7.1 Student Protection Policy](#)
- [7.1.1 Student Protection Policy Reporting Contact Details](#)
- [7.2 Positive Blue Card Policy](#)
- [10.3 11.6 Anti-Discrimination Policy](#)
- [11.4 Grievances Disputes and Complaints](#)
- [Overseas Students Complaints and Appeals Policy](#)
- [Overseas Students Conditions of Enrolment](#)
- [Overseas Students Critical Incident Policy](#)
- [Overseas Students Deferment, Suspension and Cancellation Policy](#)
- [Overseas Students Intervention Strategy for Failure to Meet Course Progress, Attendance and Completion Within Expected Duration](#)
- [Overseas Students Progress Attendance and Course Duration Policy](#)
- [Overseas Students Refund Policy](#)
- [Overseas Students Requirements for Entry Policy](#)
- [Overseas Students Transfer Policy](#)
- [Overseas Students Welfare and Accommodation Policy](#)

5. Policy Review

5.1. This policy will be reviewed annually unless otherwise advised.