

STUDENT SUPPORT SERVICES

Oakleigh Grammar supports international students to adjust to study and life in Australia, to achieve their learning goals and to achieve satisfactory academic progress towards meeting the learning outcomes of their course.

Before starting at Oakleigh Grammar

Students who are studying at a language centre in Melbourne are contacted a month prior to commencing at Oakleigh Grammar. A time is arranged with their language school or guardian for the student to come to the School for a half day. During this time they are given a tour of the School. They will also meet with the Head of Senior School so they can choose their subjects. Once the student's timetabled has been finalised the School will also assist the student with the ordering of text books and uniform.

On the student's first day at School

The student will meet with the International Student Coordinator (ISC) who will introduce the student to their student buddy and the current student leaders. The ISC will provide information about living in Melbourne. Information about the various facilities, services and resources provided by the school will be explained to the student. These will include the First Aid Officer, the School Librarian and key administration staff. The student will also meet the Careers Counsellor for an introductory session.

The school bus and/or the public transport system will be explained to the student as well as a familiarisation of the Oakleigh local area.

Day to day welfare

The International Student Coordinator (ISC) will provide daily support to all International Students and oversee both their academic progress and their personal welfare. The coordinator will be available to International Students at recess and lunchtime on a daily basis and on mobile telephone after hours. The ISC will liaise with teaching staff there are any concerns regarding the student's academic progress. The ISC will also be in contact with the homestay parent and/or the Australian Homestay Network agency if there are any wellbeing issues. The ISC will assist the student with informed knowledge about local cultural practices and information about where to get help and support.

Travel for under 18 students

Students whose Accommodation and Welfare has been approved by the school (by the issuance of a CAAW) are required to maintain appropriate Accommodation and Welfare arrangements during school holidays. Students must not travel either within Victoria or interstate unless their arrangements have been approved by the school. Students may travel with their homestay families or with DIBP approved relatives. If this is the case students must obtain permission from their parents in writing and provide the school with contact phone numbers, the address of their intended accommodation during their trip, an itinerary and copy of flight tickets or other travel documents.

Students must apply to the School for permission to travel a minimum of 28 days prior to their planned travel. Approval will be at the discretion of the International Student Coordinator once all the details provided have been considered. Oakleigh Grammar will not allow students to travel interstate or within Victoria unaccompanied. Should the student fail to obtain school approval for their welfare arrangements while travelling the school may inform DIBP that the school no longer approves of the accommodation and welfare arrangements of the student.