INTERNATIONAL STUDENT PROGRAM (ISP) POLICY

Policy & Guidance

- The International Student Program School Toolkit (Guidance tab) provides a plain-language interpretation of all International Student Program policies, procedures and legislative requirements that schools need to follow in response to typical situations that arise throughout the life cycle of an international school student engaged in study in a Victorian government school.
- All forms and templates necessary for schools to use in their daily operations to comply with their ESOS obligations can be accessed in the Resources tab.
- An 'educational resources' section is provided in the Resources tab for each section to support schools' understanding of key ESOS requirements. Further support is available to schools through dedicated school support staff within the International Education Division.
- Schools must:
  - · adhere to all mandatory (must do) policy as outlined in the International Student Program (ISP) School Toolkit
  - · adhere to all prohibited (must not do) policy as outlined in the ISP School Toolkit
- The ISP School Toolkit is set out in the Guidance tab in the following sections:
  Introduction and legislative framework (Section 1)
  Marketing and recruitment (Section 2)
  Admissions (Section 3)
  Homestay arrangements (Level 2 schools only) (Section 4)
  Supporting students — Adjusting to life and study in Australia (Section 5)
  Supporting students — Safety (Section 6)
  Supporting students — Learning and engagement (Section 7)
  Transfers and cancellations (Section 8)
  Administrative requirements (Section 9)

Purpose

- The purpose of this policy is to explain that the International Student Program School Toolkit (in the Guidance tab on the website below) is the definitive compliance guide setting out all requirements for Victorian government schools participating in the International Student Program.

Implementation

- Footscray North Primary School notes the above.
- If applicable, we will ensure that practices conform to the guidelines.
- Please refer also to the school's *Enrolment Policy,* to the *Assessment of Student Achievement & Progress Policy, Duty of Care* and the *Digital Learning in Schools Policies* for specific references to International Students.

Evaluation

- This policy will be reviewed as part of the school's three-year review cycle or if guidelines change (latest DET update mid-June 2020).

An operational policy

School Council Approval No Longer Required