

Hamilton East Primary School

# International Students Policy

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## **Introduction**

Hamilton East Primary School (HES) can offer International Students access to a safe, legal and valuable educational experience, subject to the below Guidelines

HES is a signatory to the Code of Practice of International Students. All practices, policies and contractual details will align with this Policy and New Zealand laws, specifically:

- The Education Code of Practice of International Students 2016 including 2019 amendments;
  - The Education Act 1989 including the Education Amendment (No.4) Act 1991 (Section 4B (7));
  - The Immigration Act 2009;
  - The New Zealand Bill of Rights Act 1990 (and amendments);
  - Human Rights Act 1993;
  - Privacy Act 1993; and
  - All other Acts and Amendments as determined appropriate by New Zealand laws for Education and International students, as amended from time to time.
- Copies of the Code, Policies and Procedures will be available to parents and staff through the school website and school office.
  - Access to the legislation is available online at [www.legislation.govt.nz](http://www.legislation.govt.nz).

International Student is defined in the Education Act 1989 as being – “at any time, means a person who is not then a domestic student”

“Domestic student, at any time, means a person who is then—

(a) a New Zealand citizen; or

(b) the holder of a residence class visa granted under the Immigration Act 2009 who satisfies the criteria (if any) prescribed by regulations made under subsection (4); or

(c) a person of a class or description of persons required by the Minister, by notice in the Gazette, to be treated as if they are not international students”.

## **Goals**

1. To provide learning within a balanced NZ curriculum as provided for under the Education Act.
2. To provide multiple opportunities for International Students to develop their English language.
3. To provide a New Zealand cultural experience.

## **Guidelines**

1. HES will only consider applications and work directly with the International Student's parents. HES will not work with agents in any capacity, from any country including New Zealand.
2. An application must be completed and provided to the Principal of HES.
3. Each application is considered at the Principal's discretion and on a case-by-case basis considering any circumstances that are prevailing at the time of application.
4. International Students will only be accepted and enrolled if they are living with a parent/legal guardian for the entire time they are attending HES.
5. The Principal determines the student's class placement, after due consideration of the number of International Students currently enrolled in any one class.
6. All contractual and financial arrangements between HES and International Students will be recorded in a written signed contract (International Student Tuition Agreement). A copy of the contract will be given to the International Student's parents/legal guardians.
7. Any changes to the International Student Tuition Agreement not agreed to by HES will result in 20 days written notice to terminate the contract.
8. Information contained in the application is collected for the purpose of assessing the suitability of the International Student for HES enrolment. All private information contained in the application is kept confidential.

## **Associated Documentation**

International Students Fees Protection and Refunds Policy

International Students Attendance Procedure

International Students Discipline Procedures

International Students Enrolment Procedures

International Students Safety Procedures

International Students Visa Monitoring Procedures

International Students Grievance Procedures

Code of Practice of International Students

Education Act 1989 (and amendments)

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Last Review: Feb 2020

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