

International Student Programme

International Students

Course Details

The School offers a learning programme for Year 0-8 students. We have a specialist teacher who will assist with tutoring English to non-English speaking students, who enter an ESOL (English as a Second language) programme.

Children enrolled as International Students will be given the same opportunities as those children who have New Zealand citizenship. While we recognise the dual cultural heritage of New Zealand, we also recognise the diversity of cultures in the Wadestown community and within our school. There are a number of foreign children attending the school. All children are mainstreamed into classes regardless of individual need. Support is provided to children within the classroom to assist them should they be experiencing difficulties in learning or in understanding instructions and in need of guidance.

Extra-curricular Activities

The School has a well-established programme of extra-curricular activities. Outdoor Education is a valuable programme that assists personal and social development. All children are encouraged to participate in physical education programmes and to be involved in sporting and fitness activities. Children represent the school in interschool sport, including netball, soccer, rugby and hockey. School sports days are held to promote swimming, athletics and cross-country running. Some field days give an emphasis to participation and may have mixed teams. Other events are competitive. Sportsmanship is seen as an important part of sport participation.

Children have many opportunities to become involved in a wide range of activities. Some are included in class programmes and there are a number of opportunities for children to participate in special groups. The school choir, orchestra, individual music lessons, dance and drama are all opportunities for student participation.

Code of Practice for International Students

Wadestown School has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students as published by the Ministry of Education. Copies of the code can be downloaded from the NZ Ministry of Education website:

<http://www.minedu.govt.nz>

Health and Travel Insurance

Students are not entitled to publicly funded health services while in New Zealand. If your child receive medical treatment during his/her visit, you will be liable for the full costs of that treatment. Full details on entitlements to publicly-funded health services are available through the Ministry of Health, and can be viewed on their website: www.moh.govt.nz . Children must have appropriate and current medical and travel insurance while studying in New Zealand.

Immigration

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying including reporting requirements are available through the New Zealand Immigration Service, and can be viewed on their website at <http://www.immigration.govt.nz> .

Tuition

Year 0-6 International Students are required to pay a tuition fee of NZ\$12,000 per year. Year 7 and 8 students must pay an annual tuition fee of NZ\$15,000. The fee includes the Ministry of Education levy for International Students (including GST), an administration fee of \$500, tuition costs, books and stationery, and all group extra-curricular activity costs, including school outdoor education programmes, day class excursions and field trips, sporting events etc. It does not cover the cost of individual or private optional music, dance or drama lessons outside the scope of the classroom programme.

The school does not take responsibility for any Agent fees, and this cost is met by the child's parents and is paid directly to the Agent. The Tuition Fee does not include the cost of Agent fees.

Tuition Fees do not include costs incurred for Year 7 and 8 students who are seeking homestay accommodation. The school will assist in acquiring suitable accommodation.

Fees are generally expected to be paid in advance, at the time of enrolment, however arrangements can be made with the Principal to make term by term payments.

Should you be submitting an application to NZ Immigration for permanent residency, it is recommended that fees be paid term by term, or per semester.

All International Students attending Wadestown School must have current medical insurance.

Enrolment Procedures

Enclosed is a detailed application form to be completed. This is best completed before making an appointment to meet with the Principal. (see school website)

- The International Student's parents complete the 'Application for Enrolment' form.
- In accordance with the 'Code of Practice for the Pastoral Care of International Students', all children enrolled in years 0-6 (aged 10 years and under), must be living with a parent or legal guardian.
- The application is submitted for approval, to the School Principal. The Principal and International Manager will consider the application and make a recommendation for enrolment to the school's Board of Trustees.
- Once the application has been approved, a letter of 'Acceptance of Application' (Offer of place), together with 'Current Fee Structure' form, is forwarded to the child's parents.
- A Tuition Agreement is signed between the School and the Student's parents and payment of the fee is made. The amount of the fee is determined by the term of tuition chosen by the child's parents. A copy of this agreement is given to the child's parents or their agent.
- Once payment of the International Fee has been made, a receipt is issued.
- The child's parents can now apply to the Immigration Office for a student visa, showing the receipt and Tuition Agreement to support their application. The visa or permit must be endorsed with the name of the school at which the student is seeking to enrol.
- Once the appropriate Visa is obtained, the child is in a position to commence studies at Wadestown School on the date agreed to in the Tuition Agreement.

NOTE: NO CHILD CAN COMMENCE STUDIES AT WADESTOWN SCHOOL WITHOUT ALL RELEVANT DOCUMENTATION.

Conditions of Acceptance

- Wadestown School accepts International Students from years 0 to 8.
- Parents must be willing to sign the Tuition Agreement and abide by the School's rules as they apply to all students, including International Students.
- The School reserves the right to place the student in the appropriate year level based on the student's age and academic competency.

- Students will only be accepted if there is sufficient space in the school.
- All applications will be approved by the Board of Trustees or their elected committee.

Refund Conditions

- To be eligible for a refund of the International Fee, an application must be made in writing to the Principal by the parent or legal guardian of the child stating clearly the reason for withdrawal of the student.
- If the withdrawal is made prior to the student commencing school, a full refund shall be made, less \$300.00 administration fee.
- There will be no refund if a request to withdraw is made after the student has reached the mid point of his/her contract except in exceptional circumstances, e.g. a Breach of the Fair Trading Act or Consumer's Guarantee Act.
- In determining any refund, the Board of Trustees will take into consideration the special circumstances of the withdrawing child and –
 - The cost to the school in providing the tuition
 - Cost incurred in employing staff and providing facilities
 - Payments made to the New Zealand Government
 - Any other costs already incurred by the school

No refund will be made to a child's parents who –

- Transfer to another school or educational institution
- Is asked to leave because of misbehaviour, poor attendance or violation of the contract with the school
- Becomes a permanent resident after the 1st March (in any year) if enrolled in the school prior to the 1st March.

Fees Protection

The Board will not spend International School Fees until the tuition has been provided. All International fees will be kept in a separate deposit account.

The Board will always have sufficient reserves to be able to return to children's parents their fees in the event of a child refund being required, or because the school is unable to continue to provide tuition.

This Policy is in keeping with the Code of Practice for the Pastoral Care of International Students.

**John Knowles
PRINCIPAL**