

The Department for Education must ensure that arrangements are in place to protect the personal safety and wellbeing of its international students in line with the state's child protection policy, the national standards for overseas students and the Department of Home Affairs (DHA) visa conditions. The responsibilities of international students' natural parents and homestay parents also need to be recognised in this matter.

International students like to take the opportunity to travel during their program, however please note that student visa conditions state that students must maintain satisfactory attendance at school. IES does not routinely support students travelling during school time (weekends excepted).

It is the student's responsibility to check school terms and course dates with the International Student Program (ISP) manager at school prior to making any bookings.

The Department for Education welfare and duty of care responsibilities do not allow students to holiday/travel without approved adult supervision (other than on flights).

Important information:

- The **Student Travel Form** (and associated checklist) is to be completed by any international student enrolled in a South Australian government school seeking approval for any travel. A detailed itinerary and travel details are to be submitted with the form.
- School ISP Managers assess the request to travel. If all required documentation has been supplied, homestay and natural parents have signed and the request is:
 - To return to home country for any reason
 - Travelling with accredited homestay family
 - Travelling with approved tour company (see below)then the ISP Manager can give approval. Students will be advised if their travel is not approved.
- Students are able to join tours with **approved tour companies** only. Please see the additional information provided on the Approved Tour Providers flyer, available in the student, homestay, agent and school portals.
https://www.internationalstudents.sa.edu.au/wp-content/uploads/Tour-Providers-Flyer_020919.pdf
- If a student is away on holidays from the homestay for longer than one week, the Room Holding Fee will apply for students in the **Graduate Program**. This payment ensures the safe keeping of the student's possessions in their absence and that the student's room is available on their return.
- If your agent requires students to follow an additional process to gain approval to travel please inform your school ISP manager and complete this process as well.
- Where a student applies to travel and it doesn't meet the stated criteria above, the School ISP Manager is required to assess the request and/or discuss with IES - International Student Services if needed. If satisfied that there is a compelling reason for travel and/or there will be an appropriate level of supervision the ISP Manager can request that the additional **Student Travel form - Non-routine** is completed by the natural parent to acknowledge the travel requested is non-routine, and is not formally approved by the school or International Education Services.

Approved on: 19.11.19

Approved by: Director, International Education