

Policy: International Fee Paying Students

Policy Statement

Manurewa High School Board of Trustees recognises its responsibility to its commitment to provide a New Zealand educational experience for the international students who are enrolled at Manurewa High School. In so doing, they will promote further opportunities at the school for people from other cultures to work alongside each other and to enhance their understanding of each other's culture.

The purposes of this policy are:

- (i) To ensure that the enrolment of international students is well controlled.
- (ii) To ensure compliance with Education (Pastoral Care of International Students) Code of Practice 2016.
- (iii) To ensure that international students gain the same educational opportunities as do full time New Zealand students.
- (iv) To ensure that the administration related to international students is efficient, effective and transparent.
- (v) To ensure the wellbeing and safety of all international students enrolled at Manurewa High School.

Procedural Guidelines

The Director of International Students will have overall responsibility for the enrolment and welfare of international students as set out in his/her job description, and also for ensuring that the school complies with relevant sections of the Education (Pastoral Care of International Students) Code of Practice 2016.

- The Board of Trustees will:
 - (i) Annually set the fees payable by the international students.
 - (ii) Annually determine (as part of the overall school budget) the budget for the international students' programme.
- The Deputy Principal will:
 - (i) In consultation with the Director of International Students, will oversee the documentation required for the international students which is reviewed annually.
 - (ii) Ensure an annual review of procedures/practices associated with the international students programme occurs in order to make certain that the school is fully compliant with all legal requirements for such programmes. This process will also monitor and review the school's performance against Education (Pastoral Care of International Students) Code of Practice 2016 to ensure ongoing code compliance.

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ADOPTED BY BOARD OF TRUSTEES			
Date	21 August 2002	Chairperson	M J Bailey

REVIEWED Date **17 September 2003** Chairperson **M J Bailey**

REVIEWED Date **25 May 2005** Chairperson **S Smith**

AMENDED Date **26 November 2008** Chairperson **S Smith**

AMENDED Date **31 October 2011** Chairperson **S Smith**

AMENDED Date **29 April 2013** Chairperson **S Smith**

REVIEWED/AMENDED Date **1 May 2017** Chairperson **S Smith**