

ACCOMMODATION POLICY FOR INTERNATIONAL STUDENTS

TARATAHI AGRICULTURAL TRAINING CENTRE QMS COMPONENT

Category:	International	Policy Number:	QMS 23
Title:	Accommodation Policy For International Students	Date of Approval:	12 October 2006
Prepared by:	Education Delivery Manager	Date of Last Revision:	30 th July 2010
Authorised by:	Taratahi Board	Next Review Date:	June 2011

1. PURPOSE

Taratahi Agricultural Training Centre undertakes to comply with the accommodation provisions set out in Part 6 of the Ministry of Education Code of Practice for the Pastoral Care of International Students.

The categories of accommodation that will be accepted by the school are:

- Centre's hostel

POLICY OBJECTIVES

1. To provide and assist international students to find a suitable living environment conducive to study and a safe and supportive home life.
2. To involve the residential carer in the welfare of a student away from the student's family and home country.
3. To assist the student to successfully integrate into the New Zealand lifestyle.
4. To work towards the overseas parents' peace of mind knowing that the student is well cared for and happy in New Zealand.

2. ORGANISATIONAL SCOPE

This policy relates to all international students and accommodation related areas.

3. DEFINITIONS

4. RESPONSIBILITIES

The Education Delivery Manager has day to day responsibility for this policy.

5. THE PROCEDURE

Taratahi undertakes to comply with the accommodation provisions set out in Part 6 of the Ministry of Education Code of Practice for the Pastoral Care of International Students.

The categories of accommodation that will be accepted by the school are:

- Centre's hostel

6. PROVISION OF ACCOMMODATION

Taratahi Centre does not arrange accommodation for international students other than within Taratahi's Hostel. While Taratahi can provide assistance with information on backpacker, flatting and living in homestay options, finding alternative accommodation outside of the Taratahi's hostel, is the student's responsibility.

7. USE OF ACCOMMODATION AGENTS

Taratahi Agricultural Training Centre *will not* make use of accommodation agents to organise and monitor student accommodation according to the Code of Practice for the Pastoral Care of International Students.

8. ADMINISTRATIVE REQUIREMENTS AND UNDERSTANDINGS

General

1. All accommodation queries and issues will be dealt with initially by the designated person/unit for accommodation. Pastoral care issues or concerns arising from accommodation arrangements will be referred to the appropriate pastoral care person/unit.
2. For each student, the full name, current address, contact phone number, occupation and relationship to student of the residential caregiver will be held.
3. Any serious concerns relating to accommodation will be reported to the Code Administrator.

Boarding Establishments

1. The boarding establishment will be checked to see that local government bylaws are being observed.
2. The suitability of the resident manager and employees of the boarding establishment will be monitored on a regular basis.
3. Risks to safety of students will be monitored and managed.

Temporary Accommodation

1. Ensure adequate supervision
2. Assess suitability of accommodation
3. Monitoring and managing risks to students

9. DIVISIONS OF RESPONSIBILITY

Taratahi Agricultural Training Centre will be responsible for:

- Providing a 24/7 emergency contact person for problems with accommodation.
- Selecting, monitoring and approving all accommodation.