

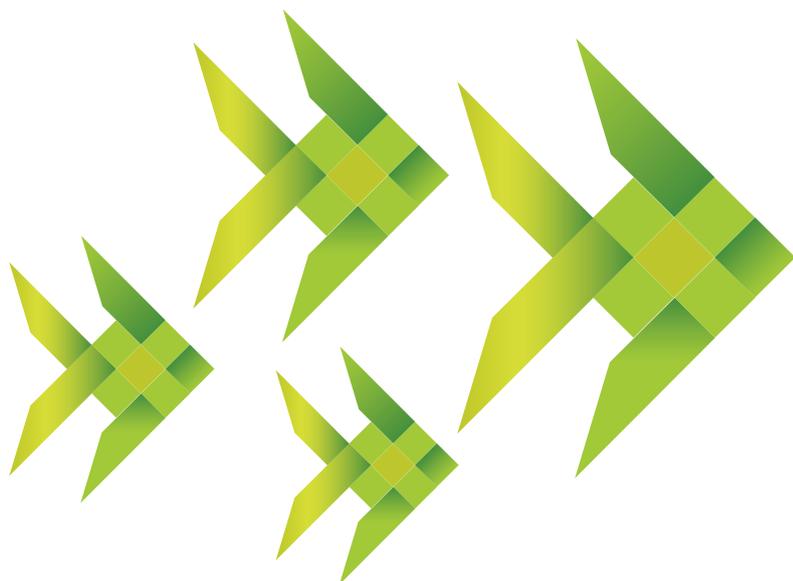


Australian Government



Pacific Secondary School Scholarships Program

SCHOLARSHIP HANDBOOK



**Australian
Aid** 

About this Handbook

This Handbook has been prepared for the inaugural round of applications for the Pacific Secondary School Scholarship Program ('the program'). It provides important information for students and their parents or carers, to help with considering this opportunity.

This is version one of the Handbook. It will be updated from time to time.

The Handbook is divided into three modules.

Module 1 provides a summary of the program, the application process and the scholarship's financial framework to support selected students during their study in Australia.

Module 2 provides background information about life and study in Australia.

Module 3 contains information on scholarship policies.

The Handbook has been written to ensure that information is accessible to Pacific students, who will be 15 to 17 years of age at the time they apply for a scholarship. This stylistic approach is consistent with the

Commonwealth 'Child Safe' Framework and the fundamental principle that the best interests of the child are the primary consideration throughout the program. The Handbook seeks to inform and empower potential applicants and engage their parents or carers, whose support will be a necessary part of the selection process and also necessary to ensure selected students are best placed for success during their study in Australia.

While some students will turn 18 years of age during their period of study in Australia, the Handbook sets out a single consistent framework that will apply to all students, even after they turn 18, and until completion of the scholarship program.

The following principles underpin this Handbook and the program:

- **Student safety and well-being:** over the complete life-cycle of the program from application to completion
- **Respect:** for people, communities and cultures in all aspects of the program both in the Pacific islands and Australia
- **Opportunity to be heard:** students, families and the broader community, where engagement and feedback is sought and encouraged before, during and after the completion of the program.

The information in this Handbook has been developed by the Department of Foreign Affairs and Trade (DFAT) with the support of many people including those with expertise in school education and those providing support and accommodation to Australian and international students. We are confident all students, families and partners will find the answer to their questions in the pages that follow.

This work is copyright. Apart from any use as permitted under the Copyrights Act 1968, no part may be reproduced by any process without prior written permission from the Commonwealth. Requests and inquiries concerning reproduction and rights should be addressed to the Commonwealth Copyright Administration, Attorney-General's Department, Robert Garran Offices, National Circuit, Barton ACT 2600 or posted at www.ag.gov.au

ISBN 1 920861 77 7
Internet: www.dfat.gov.au



Contents

Module 1	4
1.1 An overview of the Pacific Secondary School Scholarships Program	5
1.2 The scholarship selection process	9
1.3 Eligibility criteria	11
1.4 Selection criteria for the Pacific Secondary School Scholarship Program	12
1.5 What the scholarship award covers	13
1.6 Further information on school enrolment and immigration	15
1.7 A summary overview – scholarship selection, school enrolment and immigration	17
1.8 Orientation and transitioning to school and life in Australia	18
1.9 Scholarship travel	19
1.10 Incident response policy	20
1.11 DFAT’s program governance	21
1.12 Key contacts for scholarship students	22
Module 2	23
2.1 The Australia Pacific story	24
2.2 General information about Australia	25
2.3 School in Australia	28
2.4 Life at school	30
2.5 At school in NSW	32
2.6 At school in QLD	33
2.7 Living with an Australian host family	34
Module 3	36
3.1 Pacific Secondary School Scholarships Program – student health and well-being	37
3.2 Pacific Secondary School Scholarships Program – privacy policy	54
3.3 Managing money on the scholarship program	56
3.4 Responsible use of scholarship program IT	57
3.5 Pacific Secondary School Scholarships Program: student Code of Conduct	58
Glossary of terms, definitions and abbreviations	61

MODULE 1



1.1

An overview of the Pacific Secondary School Scholarships Program

The Pacific Secondary School Scholarships Program (the program) was established this year (2020) as a prestigious Australian Government financial award to provide the opportunity for more Pacific students to study at high school in Australia.

This program leverages Australia's experience as a provider of international education to students from around the world. International education in Australia under the program will support students to develop global skills for participation in an increasingly interconnected global and digital economy. This will contribute to the diversity of skills and experiences amongst the pool of school leavers in participating Pacific countries.

The scholarship is a prestigious Australian Government financial award open to eligible Pacific island students.

Administered by the Department of Foreign Affairs and Trade (DFAT) and funded under Australia's aid program, it builds on Australia's longstanding commitment to the Pacific and support to Pacific island countries' education systems. See the [overview of Australia's assistance for education](https://dfat.gov.au/aid/topics/investment-priorities/education-health/education/pages/education.aspx) for further information: <https://dfat.gov.au/aid/topics/investment-priorities/education-health/education/pages/education.aspx>

Eligible students from Pacific island countries participating in the program in 2020 (Kiribati, Fiji, Papua New Guinea, Solomon Islands, Tonga, Tuvalu and Vanuatu) are invited to consider applying for a Pacific Secondary School Scholarship for the opportunity to commence study at high school in Australia in July 2020, and then undertake senior secondary school in Australia in 2021 and 2022. A separate but complementary arrangement will be established with Nauru to reinforce its existing secondary school scholarship program to Australia.

This scholarship is for academically high achieving students who have a clear record of regular school attendance reflecting a positive attitude to learning and demonstrated commitment to community service and youth leadership. This scholarship is a highly selective and competitive process where the applicants will need to demonstrate their suitability against the selection criteria (highlighted below) for the scholarship.

The scholarship selection process will take account of **academic merit** and the applicant's **community service and youth leadership** as well as **personal qualities for resilience and independence** as necessary attributes for a period of international study away from home. It will also consider the student's personal vision for using the scholarship opportunity to contribute to the development of their own country on return home following their completion of studies in Australia.

Scholarship Timeline

1 March 2020

Applications close

July 2020

Start at school in Australia, for semester two of Year 10

December 2020

Reunion visit home

January 2021

Return to Australia and commence Year 11

July 2021

Reunion visit home

December 2021

Complete Year 11 and reunion visit home

January 2022

Return to Australia and commence Year 12

July 2022

Reunion visit home

December 2022

Complete Year 12 and the scholarship program, return home

January 2023

Pursue own post-secondary school pathway (further education, training or employment)



As part of the selection process, short-listed applicants will need to attend a face-to-face interview together with a parent or carer. A scholarship selection committee will be established in each participating Pacific island country and make final recommendations on scholarship recipients.

At this stage, the scholarship program will support students to complete senior secondary school in Australia, and possibly to obtain an Australian Tertiary Admission Rank (ATAR). ATAR is a number between 0.00 and 99.95 that indicates a student's position relative to all the students in their age group. Senior secondary school is over a two and a half year course of study, comprising six months of Year 10 and then Years 11 and 12 at senior secondary school.

Fundamentally, the scholarship is a financial award that will support a relationship between the Australian school provider, the Pacific student and their parents or carers. Parental support for the application and throughout the program will be critical, including to support the student with preparation and return home at the conclusion of the international study experience.

The financial component of the scholarship will cover the costs of education and accommodation in Australia and necessary costs to support a student under the age of 18 living away from home including travel costs to and from Australia, health insurance and a stipend for expenses. Students may turn 18 while they are in Australia.

This phase of the scholarships will be implemented by DFAT with select New South Wales (NSW) and Queensland (QLD) state government public schools. DFAT will also be assisted by a program manager, which will have a presence in each participating Pacific island country to manage the scholarship selection process and other offshore elements of the two and a half year study program.

Additionally students will need to meet the requirements for school enrolment in Australia and Australian immigration processes, including any necessary health tests. The Australian immigration framework has additional requirements for students under 18 seeking to study in Australia. As a condition of the scholarship and school enrolment, students will be required to reside in registered homestay as provided by the NSW and QLD state government education departments until they complete their course of study in Australia. These requirements are in alignment with their normal arrangements for fee-paying international students as per the *Education Services for Overseas Students 2000 Act* (ESOS Act).

On behalf of the Australian Foreign Minister, DFAT will work closely with NSW and QLD state government education departments in approving appropriate arrangements for the student's accommodation, support and general welfare. Students will need to provide information about their health and any medical conditions as part of the school enrolment process, to ensure that a homestay arrangements can meet the needs of the child.

Students will be expected to try their best when participating in the school learning process in Australia, including attending school every day, and should seek to make the most of new opportunities with Australian schools, host families and communities as part of this international education experience. Students have a right to cultural respect and Australians will be interested to learn from these student ambassadors from Australia's neighbouring Pacific island countries.

As a cohort of students from the region, students will have the opportunity to make lifelong connections with Australia and their Pacific peers participating in the scholarship, with a view to taking their skills and experiences home to contribute to the development of their countries over time.

As a 'Child Safe' activity, this program will meet Commonwealth, state or territory legal requirements relating to child welfare and protection. It will give younger overseas students important age and culture appropriate safety information, including what to do and who to contact in an emergency, and how to report any incident or allegation of sexual, physical or other abuse. Building on the established career counselling provided at Australian schools, this program will assist students to consider their options after high school and prepare for transition to further education, training or work on return home following completion of the scholarship in Australia. The scholarship does not guarantee students any particular post-Year 12 pathway. This scholarship program does not provide financial support for selected students to continue on to university in Australia.

At the conclusion of their award, scholarship students will have completed senior secondary school in Australia, participated in practical youth leadership and have built stronger connections with the Australian community and their scholarship peers from other island nations. This will support the scholarship recipient's capacity to contribute to their country's development as future economic and social leaders.



School enrolment and immigration

A scholarship selection committee will be established in each Pacific island country and make recommendations to DFAT for provisional scholarship awards.

The provisional offer of a scholarship award by DFAT will be finalised after the student has been successfully enrolled in a participating Australian high school and obtained an Australian student visa.

School enrolment (NSW or QLD education providers) and immigration (Australian Government Department of Home Affairs) are both managed independently.

DFAT's offer of a scholarship award does not guarantee school enrolment or an Australian visa.

HANDY TIP: Students will need a passport to apply for school enrolment and an Australian visa necessary to participate in this program. Students and their parents/carers should consider as early as possible the requirements for a passport application in their country. Failure to obtain a passport in a timely manner may prevent a provisionally selected student from participating in the program. **Provisional scholarship offers will not be able to be deferred unless this is to allow for arrangements to assist a student with a disability.**

Student health and well-being

The program is supported by a student health and well-being framework (see [Module 3](#)).

The scholarship program's education providers (in NSW and QLD) and state government education departments will support the day-to-day care of the student while they are in Australia, together with their approved homestay providers. At the same time, students are likely to live more independently than they have to date, and will have a key role in supporting their own health and well-being.

During their period of study in Australia, students should raise, at an early opportunity, any concerns or questions about health and well-being, and/or access the Australian health system. Students can raise questions with a trusted adult such as the homestay family or a teacher or international student coordinator at school.

The relevant education provider will lead the response to any student welfare incident. Minor welfare incidents will be addressed directly between the school and the parent, supported by DFAT's Managing Contractor as required. DFAT will directly support the education provider in response to any major incident, including through engagement with the relevant Pacific island government as appropriate to best support the needs of the student and their family.

Students have a right to cultural respect. Australians will be interested to learn from these student ambassadors from Australia's neighbouring Pacific island countries.

The scholarship agreement, a student Code of Conduct and student behaviour

As students will be under 18 years of age at the time the scholarship offer is made, the scholarship agreement will be with the student's parents or carer. The student will need to sign a scholarship Code of Conduct. This will reflect the positive behaviours expected of the student consistent with the student's standing as a recipient of a prestigious Australian Government scholarship and as a student ambassador for their country.

The student will be expected to attend school every day they have classes (unless absent for medical reasons) and put in their best effort in engaging with the school learning process and other elements of the scholarship program in Australia.

As part of this international experience and the opportunity to try new experiences, students are expected to make the most of new opportunities in the school they attend, with their host families and communities.

Students will be required to abide by Australian laws, visa conditions and uphold the reputation of the scholarship program.

Students will also need to abide by the rules of the school they attend and of the host family they live with.

If a scholarship student does not maintain satisfactory behavioural standards, school attendance or academic performance as determined by the school they attend, their scholarship, school enrolment and/or visa may be cancelled and the student required to return home.



Final comments from the Australian Government Department of Foreign Affairs and Trade

The Pacific Secondary School Scholarships Program is an incredible opportunity for eligible students from Pacific island countries, to experience education and life in Australia.

This is a program for quality education, youth leadership and community connections. International education can be life-changing.

DFAT looks forward to receiving completed applications in the near future and wishes all prospective applicants well with the process.

What happens after my scholarship application is submitted?

- After the closing date, scholarship applications will be screened and assessed against the scholarship eligibility and selection criteria
- Shortlisted applicants will then be invited to a face-to-face interview with the scholarship selection committee
- Scholarship interviews are expected to be held in the capital city of each participating Pacific island country in early April 2020
- Applicants invited to attend an interview, and will need to be accompanied by a parent or carer. The cost for travel to the interview (for invited students and a parent/carer) will be provided by the scholarship program
- All students who attend an interview will be advised of the outcome. Successful applicants will be offered a provisional scholarship award. Provisional awards are expected to be offered in late April 2020
- Successful scholarship students will be advised if their conditional offer is for a scholarship opportunity in NSW or QLD
- Following the offer of provisional awards, successful applicants will need commence school enrolment and Australian immigration processes

See below for further information on scholarship selection, school enrolment and immigration



1.2

The scholarship selection process

Written applications for a Pacific Secondary School Scholarship need to be lodged in each participating Pacific island country on or before 11.59pm Australian Eastern Standard Time (AEST) on 1 March 2020. Further details can be found at <http://www.pacificsecondaryscholarships.com.au/>

Applicants need to meet all eligibility criteria, including age and residency requirements.

Applications need to be complete, with signatures from the student applicant, and a parent or carer.

Applications that are not complete or not lodged on time will not be considered.

This scholarship is a selective opportunity and applicants will compete for an award by demonstrating excellence against the scholarship program's selection criteria (see [Section 1.4](#) for further information).

Following shortlisting of applications, a selection committee will be established in each participating Pacific island country.

Selected applicants will be invited to a face-to-face interview with the selection committee.

If invited to an interview, applicants will need to be accompanied by a parent or carer (who has signed the application form). The cost for travel to the interview will be provided by the scholarship program.

- Arrangements for travel to the interview will be organised by the program's Managing Contractor.
- Students should bring their passport (if they have one) and original copies of all documentary evidence supporting their application, such as school reports.
- Parents will be provided with language support, as needed.
- Students with a disability will be provided with support, as needed.
- Students who have a passport at the time may be requested to commence a health immigration check before the selection committee has made a recommendation for provisional scholarship awards, especially where the student is from a remote area and it may be difficult for them to return for a health check. A request to attend an immigration health check does not guarantee the outcome of the scholarship selection process.

At interview, applicants will be asked questions to build on their written applications in relation to the selection criteria.

Applicants will also have the opportunity to explain their personal vision for using the scholarship opportunity to achieve their goals after high school.

- All students will need to participate in the scholarship interview in English.
- As part of the selection process, students who have studied for the past two years under an English language curriculum will be required to sit an independent academic test to confirm their academic readiness to transition to Year 10 in Australia.
- Students who do not study under an English language curriculum may be required to attend an International English Language Testing System (IELTS) test, or commence their studies in Australia with an intensive English language course.



Selection of students for scholarship will be on the basis of merit as determined by the selection committee who will consider the student's interview and written application. Applicants will be assessed by how well they can contribute to the program objectives, covering academic performance, youth leadership and personal qualities. The student's attitude to learning and parental support are critical elements of this process.

PARENTAL ENCOURAGEMENT AND ASSISTANCE WILL BE NECESSARY FOR THEIR CHILD'S BEST OPPORTUNITY FOR SUCCESS UNDER THE PROGRAM.

The program is funded under the Australian aid program. As such, students will need to have a genuine connection with their country of citizenship and demonstrate a commitment to the social and economic development of their country over time.

The selection committee in each Pacific island country will make recommendations on scholarship awards to DFAT in Canberra.

Scholarship places will be awarded equally between boys and girls.

Following the outcomes of the selection process, successful applicants will be offered a provisional scholarship award and need to commence school enrolment and immigration.

DFAT's Managing Contractor for this program has established a scholarship office in each participating Pacific island country and can be contacted for further information about the program or the application process (see [Section 1.12](#) for contact details).



1.3

Eligibility criteria

- Applications must be completed in full and received on or before 11:59pm AEDT in each participating Pacific island country on 01 March 2020.
- Applicants must be at least 15 years of age as at 01 March 2020 and the student must not turn 18 years of age before 31 December 2020.
- Applicants must be a citizen of a participating Pacific island country (which has signed a subsidiary arrangement with Australia for the purposes of this scholarship program).
- Applicants must be resident in that country at the time of application and for the previous two years.
- Applicants must not be an Australian citizen or permanent resident.
- If an applicant holds dual nationality (other than for Australia), they will be asked further questions and must demonstrate a genuine and ongoing connection with the country from which they have applied for a scholarship.
- Applicants must be enrolled and attending high school at the time of application.
- Applicants must agree to continue to remain enrolled and attend school in that country until they depart for transition to high school in Australia.
- Applicants who study in an English language curriculum must sit an independent academic test. This will be administered at the time of the interview for shortlisted candidates to demonstrate they are appropriately qualified for the course of study in Australia.
- Applicants who study in an English language curriculum, must meet the English language requirements for direct entry to a NSW or QLD state government public high school in Australia, namely having completed schooling taught in English for a minimum of two years. Applicants must present two years of school reports as evidence of this.
- Applicants who do not study under an English language curriculum may be required to sit an IELTS test and meet the relevant minimum score, or agree to attend an Intensive English Centre in NSW or a High School Preparation Course in QLD if they are selected.
- Students must meet any country-specific criteria, if required (Papua New Guinea only). Students in Papua New Guinea must have completed Grade 10.
- The student must travel to Australia on a passport from the Pacific island country from which they have applied.
- The student must consent to the privacy and other relevant clauses.
- The application must include two reference reports (one from the school principal and one from a community representative).
- The application must be signed by the student and a parent or carer.



1.4

Selection criteria for the Pacific Secondary School Scholarship Program

A scholarship selection committee will be established in each participating Pacific island country and will assess the applicant's ability to contribute to the scholarship program against the following selection criteria:

Selection criteria 1:

Academically high achieving and have a positive attitude to school

Selection criteria 2:

Committed to community service and youth leadership

Selection criteria 3:

Demonstrates relevant personal qualities – maturity, independence and resilience

Selection criteria 4:

Parent support

Selection Criteria 5:

Willing to contribute to other program goals through openness to new experiences.



1.5

What the scholarship award covers

The Pacific Secondary School Scholarship is a prestigious Australian Government financial award to support more Pacific students attend high school in Australia for high-quality education (both tertiary and vocational), youth leadership development and community connection.

Specifically, the scholarship covers the following:

- Costs and fees incurred in country by shortlisted applicants for participation in the interview process, passport and immigration.
- As part of preparing for departure to Australia, successful applicants will be provided with a program uniform. Like a school uniform, this will be worn during international travel and during orientation camp on arrival in Australia.
- School tuition fees in Australia – all costs associated with the period of education at a nominated Australian high school. At this stage, the scholarship is for two and a half years of high school education from the second half of Year 10 (two terms starting in July) and all of Year 11 and Year 12 for completion of an Australian high school certificate. The scholarship also covers associated costs for school uniforms, mandatory school excursions and other costs the school requires as part of the education experience in Australia. This funding will be paid directly by DFAT to the relevant education provider.
- Costs of living for the period of study in Australia necessary to support a student living away from home, including accommodation fees for an approved homestay nominated by the Australian education provider. Homestay covers a single bedroom and three meals a day. Further details on living with a homestay family can be found in [Section 2.7](#).
- The cost of airfares for scheduled reunion travel to and from Australia once every six months. Funding is available for additional travel home where there are compassionate and compelling reasons necessary to support the welfare of the student. Program travel will be organised by DFAT's Managing Contractor for the program in consultation with students, their parents and the school.
- School holiday camps – these will be arranged from time to time to bring scholarship students together for an educational school camp, such as youth leadership, science and technology and civic knowledge. These camps will be arranged in consultation with the education providers participating in the program. Students will be expected to attend one school camp a year.
- Laptop – each student that gains a scholarship will be provided with their own laptop as is necessary for high school education in Australia. Students will need to comply with the appropriate use of IT policy of the scholarship program and the school they attend. The policy for use is provided in [Section 3.4](#).
- Mobile phone – students will be provided with a mobile phone if they do not have their own. This will allow students to meet school enrolment requirements to be contactable. Students will need to pay for pre-paid mobile phone charges from their scholarship stipend (see below).
- School transport fares – the scholarship covers public transport costs to and from school in Australia, this may be part of the homestay arrangement or managed separately.
- Insurance – mandatory overseas student health insurance and travel insurance will be covered by the scholarship as part of meeting the well-being and health costs of the student while in Australia.
- Scholarship stipend – this will be paid fortnightly directly to the student's bank account (which will be set up once the student arrives in Australia). The stipend forms part of the program's welfare arrangements to support the necessary costs of living in Australia for a young person studying away from home. The student will need to independently manage the stipend as part of participating in the program and possibly living more independently than they have before.



- Additional bursaries (these will be managed by the education provider). Some of these will need to be applied for where there are compassionate and compelling reasons or a demonstrated need directly related to the student's study at school) including:
 - optional school excursions - optional excursions organised and supervised by the school that the student is attending - \$1000 per year
 - emergency establishment costs e.g. additional clothing where needed for compassionate and compelling reasons, including if there are specific climatic conditions (i.e. extreme cold) that a Pacific student may not have been able to prepare for prior to coming to Australia - \$1000 per year
 - advance for minor and unanticipated out-of-pocket health expenses - \$200 on arrival and reimbursable over time
 - participation in community sports, culture or other activities such as music - \$1000 per year.

What you need to know before applying:

- This scholarship is for two and a half years of study in Australia, providing eligible Pacific students with the opportunity to complete senior secondary education at a NSW or QLD state government public school
- Before applying, you will need to discuss this opportunity carefully with your family, and consider how international education in Australia will help you achieve your goals for life after high school
- This is a fully-funded scholarship covering education, accommodation, travel and compulsory overseas student health insurance, as well as other necessary costs of living in Australia
- Selected students will be a student ambassador for their country under a prestigious Australian Government scholarship for high-quality education, youth leadership and community connection, and will be expected to engage to the best of their abilities in the learning process and set a high standard of behaviour
- The scholarship does not guarantee your preferred school or location
- As part of the scholarship, you will need to live with a nominated host family
- Before applying, check that you meet all eligibility requirements, including age and residency requirements
- Completed applications must be lodged 01 March 2020, with all supporting documentation
- Parent support for your application and throughout the program is necessary to ensure selected students are best placed for success. Reflecting this, applications must be supported by a parent/carer and a parent/carer must accompany you if you are shortlisted and invited to a face-to-face interview with the selection committee. If you are offered a scholarship award, you will be expected to maintain contact with your family throughout your period of study in Australia, and your family will be expected to encourage you while you are away.



1.6

Further information on school enrolment and immigration

DFAT's provisional offer of a scholarship award will be confirmed and finalised by DFAT subject to the applicant's successful completion of school enrolment and Australian immigration processes.

STUDENTS WILL NEED A PASSPORT FOR BOTH SCHOOL ENROLMENT AND IMMIGRATION. IF THEY DO NOT ALREADY HAVE ONE, THEY WILL NEED TO CONSIDER AT AN EARLY STAGE THE PRACTICAL REQUIREMENTS OF APPLYING FOR A PASSPORT.

Applicants should be aware that school enrolment and immigration processes are independent of scholarship selection. These processes are complex and will require a significant amount of documentary evidence to be provided by students and their parents.

DFAT's Managing Contractor will help students with their school enrolment and visa applications.

Ultimately however, it is the responsibility of the applicant to complete and submit all necessary forms and supporting evidence.

If a student is not able to enrol in a participating Australian school or obtain a student visa, they will not be able to participate in the scholarship program.

Applicants who are offered a scholarship award are required to continue to attend school in their home country until all arrangements are in place and confirmed, and the student is scheduled for departure to Australia in July 2020.

School enrolment in Australia

DFAT expects approximately half of the successful applicants will attend school in NSW and the other half will attend school in QLD.

As part of the application process, students will have the opportunity to express a preference for either NSW or QLD. However, the scholarship does not guarantee a particular school or location of your choice.

All students will be informed of the school they can attend as part of confirming their final acceptance of the scholarship award.

A STUDENT CAN WITHDRAW THEIR APPLICATION AT ANY TIME, INCLUDING IF THEY DO NOT ACCEPT THE SCHOOL THAT IS OFFERED.

Students will need to provide all information about their health and any medical conditions or disabilities as part of the school enrolment process, including to ensure that appropriate accommodation, support and general welfare can be arranged to meet the needs of the individual. This includes within the context of financial support provided under the scholarship program.

Students living with a disability are encouraged to apply. Please be aware the practical availability of accommodation and the need to organise any necessary adjustments may impact on school enrolment, and if accepted, may also impact the start date for students with a disability.

Students may be requested by the education provider or DFAT to undertake additional health assessments for school enrolment. This will be separate to health tests required as part of the Australian immigration process.

DFAT will work with the education providers to arrange overseas student health cover (health insurance) for the student as part of the scholarship costs. This is mandatory for a subclass 500 student visa (see below).



Accommodation in Australia

Homestay is an integral part of the program and scholarship students will stay with a homestay family arranged by the NSW or QLD state government education departments in alignment with their established international education programs.

If the student is accepted for enrolment, the education provider will supply DFAT with confirmation of enrolment and also confirm the practical availability of suitable accommodation and appropriate welfare and general support arrangements to meet the needs of the student.

Together with financial support under the scholarship for the student's necessary costs of living in Australia, this will inform the Foreign Minister's consideration of a letter of approval for the student's accommodation, welfare and general support. This must be submitted as part of the student's Australian visa application.

As a condition of the scholarship, and school enrolment, students will be required to continue to reside in registered homestay until they complete their course of study in Australia (even after they turn 18).

Immigration

Students offered a provisional scholarship award will need to apply for an Australian student visa subclass 500 (Foreign Affairs). To do so students will need to have a valid passport. The student will have the opportunity to authorise Palladium to act on their behalf to help facilitate the visa application process.

Further information on the subclass 500 visa (Foreign Affairs) can be found on the Australian Government Department of Home Affairs website <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500>.

The visa application form will need to include:

- a letter of support from the Foreign Minister, including approval of student's accommodation, welfare and general support
- evidence of overseas student health cover.

Students who have not previously undertaken a health immigration check may be required to do so.

Following the conclusion of school enrolment and immigration processes, DFAT will confirm final scholarship awards.

Students will need to commence preparations for transition to Australia, but should continue to stay at school until as close as possible to the time of departure.

AS A CONDITION OF THE SUBCLASS 500 (FOREIGN AFFAIRS) VISA, STUDENTS NEED TO LEAVE AUSTRALIA AT COMPLETION OF THEIR SCHOOL STUDY AND GENERALLY, WILL NOT BE ABLE TO RETURN TO AUSTRALIA FOR TWO YEARS.

This scholarship program does not provide funding for students to attend university.

If a student makes arrangements to attend university and are seeking a waiver under the 'two year' rule, they should contact DFAT as soon as possible.



1.7

A summary overview – scholarship selection, school enrolment and immigration

Step 1

Students and their parents to consider if the scholarship opportunity is right for the student, and if so, lodge a written application before the closing date.



Step 2

Written applications will be screened for compliance with eligibility criteria and shortlisted for a face-to-face interview with the scholarship selection committee. A parent or carer must accompany the student to the interview.



Step 3

The selection committee makes a recommendation to the Department of Foreign Affairs and Trade in Canberra and a provisional offer is made to students.



Step 4

Provisional scholarship awards are subject to school enrolment and Australian immigration processes. These are complex and independent processes. Applicants will need a passport. The offer of a provisional award does not guarantee school enrolment or a visa.



Step 5

Subject to the student being enrolled at school and obtaining an appropriate student visa, DFAT will confirm and finalise its offer of a scholarship.



Step 6

DFAT's Managing Contractor will help successful scholarship applicants and their parents make arrangements for the student's transition to school and life in Australia. The student will depart for Australia in July 2020.



1.8

Orientation and transitioning to school and life in Australia

The scholarship program is structured to support the scholarship student's transition to senior secondary school in Australia.

This transition commences at the time the student's scholarship offer is confirmed, and continues through to end of Year 10 studies in Australia in December 2020.

Once the scholarship is confirmed, DFAT's Managing Contractor will work with successful applicants and their families to develop individualised plans to prepare the student for departure in July 2020.

As a condition of the scholarship, students must continue their education at home on a full-time basis until their point of departure for Australia.

As part of this transition process, students and families will be asked to develop an individual 'communications plan' outlining how they will keep in contact with each other over the life of the scholarship while the student is studying in Australia. This will be particularly important for students whose parents live in remote areas and may not be easily contactable through internet-based communications platforms. Telephone calls can be very expensive. Each student will need to make arrangements that suit their own and their family's circumstances.

Students will need to be accompanied by a parent to attend the pre-departure briefing and to an agreed international airport on the day of departure.

Students will need to notify DFAT's Managing Contractor of any changes to their health condition or any other circumstances which may prevent them from departing on the agreed date.

For travel to and from Australia, students will be issued with a program uniform and luggage, if required. They will be accompanied by the Managing Contractor for their first travel to and from Australia.

Wearing the program uniform during travel will assist with visibility and identification of students, and promote awareness of the scholarship program.

Upon arrival in Australia, students will be met by their respective education provider in either Brisbane or Sydney and they will attend an orientation camp with other Pacific scholarship students studying in the same state before travelling to their host family and school in QLD or NSW.

A semester of study at high school in Year 10 has been included in the program to assist the student's transition to life and study in Australia, before commencing a two-year program of study at senior secondary school.

The scholarship is designed to ensure the best possible transition into life in Australia. However, being in a new environment, home and school can be challenging too. Students will have many trusted people they can talk to when in Australia. These include:

- Host families
- School teachers and other staff such as an international student coordinator or homestay coordinator at school
- Parents at home

Pacific secondary school scholarship program staff, in particular the Managing Contractor's in-country liaison officer in each Pacific island country and the Department of Foreign Affairs and Trade in Canberra, as required.

At the completion of one semester of study in Australia in December 2020, students will return home for their first reunion visit. This travel will be arranged by the Managing Contractor and funded under the scholarship program. Students will be chaperoned by the Managing Contractor for travel home, however this will be the last chaperoned travel under the program unless further support is required due to individual circumstances.

This concludes the student's transition. Following a school holiday break at home, they will be ready to return to Australia to commence Year 11 of senior secondary school in 2021.



1.9

Scholarship travel

As part of the scholarship program it will be necessary for the student to travel to and from Australia.

The first visit to Australia in July 2020 and the first reunion visit home from Australia in December 2020 will be chaperoned by the Managing Contractor.

After this initial travel, students will generally travel unaccompanied in accordance with airline policies unless there are welfare reasons for further support, including for students who cannot fly direct to Australia and need to transit through a third country or where there are compelling individual circumstances.

Returning home at scheduled times during the scholarship program is a requirement to support the scholarship student's ongoing connection with community, culture, language and family.

The scholarship program includes funding for two scheduled reunion visits per year (June and December). However, individual circumstances can be discussed with DFAT through the school, including where there are compassionate or compelling reasons requiring additional travel.

All travel will be arranged by the Managing Contractor in consultation with the student, their parents and the school they are attending in Australia.

When returning home, a parent or nominated relative will be required to meet their child upon arrival at the international airport. Where this is not possible the alternative arrangements need to be discussed and confirmed with the Manager Contractor.

The final scheduled travel for the inaugural scholarship intake in 2020 will be in December 2022 following completion of senior secondary school in Australia.

Students will return home prepared for their own post-Year 12 pathway, possibly for further education, training or work as per the student's own preferences and the opportunities available to them.

AS A CONDITION OF THE SUBCLASS 500 (FOREIGN AFFAIRS) VISA, STUDENTS NEED TO LEAVE AUSTRALIA AT COMPLETION OF THEIR SCHOOL STUDY AND GENERALLY, WILL NOT BE ABLE TO RETURN TO AUSTRALIA FOR TWO YEARS.

While this final travel home will conclude the student's participation in the program, we do not expect it to be the end of our friendship with scholarship students.

- Students will be invited to join an alumni for Pacific scholarship students. Further details will be provided by the Managing Contractor during the student's period of study in Australia.
- The Australian Government, Australian High Commissions in the Pacific and the Australian Government Department of Foreign Affairs hopes to keep in touch and hopes students keep in touch with friends they have made in Australia.



1.10

Incident response policy

The scholarship program's Code of Conduct provides a framework for positive student behaviour. This will be reinforced by the education provider and the specific terms and conditions of the education provider which enrolls the student.

Under the scholarship program, the education provider will have responsibility for the day-to-day welfare of the student. This includes leading in response to both minor welfare concerns, and any critical incidents, if they were to occur.

This education provider's response to any welfare incidents will be in line with their established policies and procedures for international students, supported by the scholarship program's financial framework.

Minor welfare incidents are expected to be managed by the education provider directly with the student and in consultation their parents or carers at home, as required.

In line with Standard 6: Student Support Services of the Australian *National Code of Practice for Providers of Education and Training to Overseas Students 2018*, critical incidents are not limited to, but could include:

- missing students
- severe verbal or psychological aggression
- death, serious injury or any threat of these
- natural disaster
- issues such as domestic violence, physical, sexual or other abuse
- other non-life threatening events.

DFAT will directly support the education provider as appropriate in the event of a critical incident, including to liaise directly with the relevant Pacific island government, if necessary, under the bilateral subsidiary arrangements that underpin the scholarship program.

The education provider will use their established processes for any breach of their terms and conditions of enrolment or the rules of the school the student attends, or the process in place with the host family that the student lives with.

DFAT will treat breaches of the scholarship program's Code of Conduct seriously and deal with any such allegations fairly. This may be together with, or separately from, the education provider and host family in Australia, and/or parents or carers at home for purpose of suitable resolution. This could include termination of the scholarship, if deemed necessary by DFAT.

A scholarship student will be entitled to appeal a decision made under the scholarship program in writing to the program delegate, First Assistant Secretary, Pacific Operations and Development Division, Office of the Pacific, Department of Foreign Affairs and Trade.

Child protection

DFAT and its program partners have a zero tolerance approach to child exploitation or abuse. In Australia, each education provider will also have their own child protection framework appropriate to their specific circumstances in accordance with the law of the Australian state or territory where they operate.

All reports to DFAT on suspected or alleged child exploitation, abuse or policy non-compliance by anyone within scope of DFAT's policy should be made to childwelfare@dfat.gov.au.



1.11

DFAT's program governance

DFAT will establish a program oversight committee to support its strategic management of the Pacific Secondary Schools Scholarship Program. This will recognise that the day-to-day responsibility for student welfare will be managed by the education provider.

The oversight committee will be an advisory body with the aim of ensuring DFAT is provided with necessary and timely advice on program implementation, including if scholarship policy change is required to best support the interests of students participating in the program.

The committee will serve as a collaborative forum to ensure a seamless student journey for high-quality education and safety across the various elements of the program, and for monitoring and evaluation. The committee will be chaired by DFAT.

As part of its approach to administering the program, DFAT will seek feedback from students, their parents or carers, Pacific island governments and the community.



1.12

Key contacts for scholarship students

For information on the Pacific Secondary School Scholarships Program

Visit the PSSSP website

www.pacificsecondariescholarships.com.au

Email

info@pacificsecondariescholarships.com.au

Send a message or call PSSSP on What's App to

+61 466 251 562.

Australia

Department of Foreign Affairs and Trade

Email

pacificsecondariescholarships@dfat.gov.au

or

Director, Pacific Secondary School Scholarships Program

Department of Foreign Affairs and Trade
RG Casey Building John McEwen Crescent
Barton ACT 0221
AUSTRALIA

NSW State Government Department of Education (International)

Email

isc@det.nsw.edu.au

NSW State Department of Education
International office

Calling from overseas

+ 61 2 9244 5555

Calling from Australia

1300 300 229

Fax

+ 61 2 8293 6928

Education Queensland International (EQI)

Email

EQInternational@qed.qld.gov.au

Postal Address

PO Box 15050
City East QLD 4002
AUSTRALIA

Street Address

Level 18
Education House
30 Mary Street
Brisbane QLD 4000
AUSTRALIA

Calling from overseas

+ 61 7 3513 5301

Calling from Australia

1800 316 540



MODULE 2

Further information on life and study in Australia

2.1

The Australia Pacific story

The Pacific step-up is one of Australia's highest foreign policy priorities, highlighted in Australia's 2017 Foreign Policy White Paper and 2016 Defence White Paper as of fundamental importance to Australia. On 8 November 2018, Prime Minister Morrison announced Australia would take our engagement to a new level, launching a new chapter in relations with our Pacific family.

The step-up builds on over half a century of sustained engagement, responding to the region's priorities

by further enhancing our commitments. Our future is deeply intertwined with that of our Pacific family, and we have an abiding interest in the sovereignty, stability, security and prosperity of our region.

The Pacific Secondary School Scholarships Program is a part of further expanding Australia's education links with the Pacific. The scholarships will support more Pacific students to study at secondary schools in Australia.



This map identifies Pacific island countries expected to participate in the program in 2020. This includes a complementary arrangement with Nauru.

2.1

General information about Australia

Key Facts

POPULATION:



PROPORTION OF POPULATION BORN OVERSEAS:



CAPITAL CITY:

Canberra



LARGEST CITY:

Sydney

with almost 5 million people



MAIN LANGUAGE:

English +300 others



NATIONAL DAY:

26th January is Australia Day

CURRENCY:

Australian DOLLAR



LIFE EXPECTANCY:

84 YEARS FOR WOMEN

80 YEARS FOR MEN

INTERNATIONAL STUDENTS:

700,000



and the third most popular destination for international students.

With a spectacular natural environment, high quality of life and great diversity, Australia is a sought-after destination for international tourists. It has 10 per cent of the world's biodiversity and a great number of its native plants and animals exist nowhere else on earth. From tropical rainforests in the north to the red deserts of the centre, from the snowfields of the south-east to the Australian Antarctic Territory, it is a vast and varied land.

Australia has many World Heritage listed sites including the Great Barrier Reef, Uluru-Kata Tjuta National Park and the Sydney Opera House.



Australians love sport and highly value arts and culture. Over 90 per cent of Australian believe arts and culture bring meaning to their lives and Australians love to experience and learn about other cultures (Australia Council 2019).



Aboriginal people in Australia are the custodians of one of the oldest continuous living cultures in the world. Archaeological evidence suggests that Australia has been continuously inhabited for more than 60,000 years. Another distinct group, of Melanesian origin, are the Torres Strait Islander peoples who first settled on islands north of the mainland, between the tip of QLD and Papua New Guinea, thousands of years ago.

Prior to European settlement, it is estimated that around 250 different languages were spoken. While Aboriginal and Torres Strait Islander languages remain strong in some communities, it is estimated that more than 100 languages have been lost and around 110 are endangered. Efforts are underway to keep language strong in communities and to revive vulnerable languages. Indigenous culture is diverse and strong and makes a vital contribution to Australia's national identity.

While Aboriginal and Torres Strait Islander peoples are the original inhabitants of the land, migrants from about 200 countries also call Australia home and come from a rich variety of cultural, ethnic, linguistic and religious backgrounds.

Australia's immigration policy welcomes people from all over the world and does not discriminate on racial, cultural or religious grounds. Australians embrace the spectrum of religious beliefs and Buddhist, Christian, Hindu, Jewish, Muslim, Sikh and other places of worship are found in almost every major city.

Education is Australia's largest services export. In 2019, more than 700,000 international students were studying and living in Australia. Australia has a competitive edge as provider of international education due to its high standard of teaching, its internationally accepted qualifications, and its welcoming and diverse society.

Australia has more than one thousand universities, training colleges, English language institutes and schools, offering international students some 25,000 courses. The quality of Australia's vocational education and training sector is recognised around the world.

Six Australian universities were named among the world's top 100 higher education institutions in the Times Higher Education World University Rankings 2015–16.



The above information is taken from the [DFAT website](https://dfat.gov.au/about-australia/pages/about-australia.aspx), which also has further details <https://dfat.gov.au/about-australia/pages/about-australia.aspx>.

General information about the Australian school system

In Australia, education starts in the years before formal schooling, with many child care services and preschools receiving government funding.



Australian students participate in formal school education from the age of five or six to around 18, with many going on to tertiary education. The public and private education sectors are working together to close the gap on Indigenous disadvantage and improve outcomes in Indigenous education.

Schooling in Australia lasts for 13 years, from preparatory to senior secondary.

Students will be able to choose from a wide range of subjects at school in Australia. The only subject that is compulsory in Australia is English. Students will need to consider whether there are any compulsory subjects at home that they should study in Australia (especially maths). Students will have the opportunity to choose both tertiary and vocational courses of study, depending on what is available at the school they attend and their own preferences. Students should consider how the subjects they study at school prepare them for the goals and aspirations they have after school.

All Australian schools offer a strong welfare structure to ensure the ongoing support of every student. These include:

- International student coordinators present in every school
- A student welfare team
- Year advisers
- School counsellors
- Career advisers to assist students with planning and applying for post-secondary study

After completion of senior secondary school (Years 11 and 12) students sit for exams and receive an official certificate of qualification. The name of this certificate varies within Australia's state-based education systems but regardless of what the certificate is called, it is recognised by all Australian universities, higher education and vocational education and training institutions, as well as many institutions internationally.

After Year 12 a student may pursue vocational education, higher education or employment. Australia's vocational education and training system provides students with the skills required in a modern labour market, and delivers competency-based training that is practical and career orientated. The Australian higher education system has both public and private universities. Some universities have campuses in other countries. There are Australian branches of overseas universities and other higher education providers as well.



2.3

School in Australia

The Australian education system seeks to promote excellence and equity, for all young Australians to become confident and creative individuals, successful lifelong learners, and active and informed members of the community.

School structure

Each Australian state and territory provides for 13 years of formal school education, see Figure 1 (below). While there are some differences between the school education systems in states and territories, they are broadly structured as follows:

Primary school: seven years, starting at foundation (also called kindergarten/ preparatory/pre-school) through to Year 6

Secondary school: five years from Year 7 to 12, with Years 11 and 12 considered senior secondary school.

13th 12th	Senior Secondary School	Year 12 Year 11
11th 10th 9th 8th	Secondary School	Year 10 Year 9 Year 8 Year 7
7th 6th 5th 4th 3rd 2nd	Primary School	Year 6 Year 5 Year 4 Year 3 Year 2 Year 1
1st year at school	Foundation Year	Kindy/Prep

Figure 1: School education in Australia

Secondary school

Students between the ages of 13 and 18 years attend high schools or secondary schools in Australia. As students move from primary into secondary, and up through secondary school, the subjects available become increasingly specialised. At the completion of their secondary school program at Year 12, students are awarded a senior secondary certificate of education (in NSW this called a higher school certificate, and in QLD, the QLD certificate of education).

Under the scholarship program, scholarship students will commence school in Australia half-way through Year 10. They will study about six different subjects, including an English subject and a mathematic subject, which will provide a firm foundation for students' senior secondary study. Other subjects will depend on what the school offers and what the student is interested in. If required they will also undertake additional, intensive English language training to help ensure their success in an Australian school.

Curriculum

Australia has a national school curriculum which consists of subjects in the following learning areas:

1. English
2. Mathematics
3. Science
4. Health and physical education
5. Humanities and social sciences
6. The arts
7. Technologies
8. Languages.

Each school offers a unique array of subjects within these learning areas.

Academic year

The Australian academic year for school students begins in late January or early February, and runs to mid-December.

In 2020, the scholarship students will be located in QLD and NSW, the following term dates apply. School holidays occur between terms.

Term 1 2020	QLD	Tuesday 28 January to Friday 3 April
	NSW	Tuesday 28 January to Thursday 9 April
Term 2 2020	QLD	Monday 20 April to Friday 26 June
	NSW	Monday 27 April to Friday 3 July
Term 3 2020	QLD	Monday 13 July to Friday 18 September
	NSW	Monday 20 July to Friday 25 September
Term 4 2020	QLD	Tuesday 6 October to Friday 11 December (Year 12 - 20 November 2020; Year 10 and 11 - 27 November 2020)
	NSW	Monday 12 October to Friday 18 December



2.4

Life at school

Scholarship students will attend public schools, run by QLD or NSW governments, located in regional areas such as north QLD and coastal regions in northern and southern NSW. Students will be allocated to schools based on student preferences, interests and welfare needs.

School days

School days are Monday to Friday (except for public holidays, school holidays and student-free days), beginning around 8:30am to 9am and finishing 3pm or 3:30pm. Some secondary schools have flexible arrangements for students involved in vocational education and training and school-based apprenticeships.

Each school day is split into periods of lesson time for different subjects. Students will have an individual timetable arranged for them according to their subject choices. Students move around their school to different classrooms for different subjects taught by different teachers. There is a break in the morning and again for lunch when students are all together in the school grounds. This is a chance to play sport, visit the library or sit and talk with friends.

Attendance

Students must attend school every school day. Schools monitor attendance and any absence from school must be explained.

School staff

All school staff are committed to the education and welfare of all students. Australian schools are led by a principal and other associate leaders (number and mix depending on the size and make-up of the school). They are all qualified, registered and experienced educators. So too are the teachers who, in high school, specialise in particular learning areas. Other school staff may include guidance counsellors, teacher aides, welfare staff and administrative staff.

International students, including scholarship students, are also looked after by international student coordinators and homestay coordinators/services.

Subject selection

Schools will ensure that every Year 10 student has a plan to structure their learning in Years 11 and 12. This plan will be based on students' abilities, interests and ambitions so they can work towards achieving their learning goals in Years 11 and 12, and their career aspirations beyond high school.

In Years 11 and 12, schools provide a range of subject options as set out by the state's curriculum and assessment standards authority. The senior syllabuses build on the prep/kindergarten to Year 10 Australian curriculum and are grouped in the same eight learning areas of the Australian curriculum (see list, above).

Assessment

Assessment is part of delivering the curriculum; it provides evidence of student learning against the achievement standards for each learning area and/or subject. A variety of assessment tasks are used in Australian schools including examinations, assignments and collaborative projects.

Homework

Students can expect to do regular homework to support their learning. Each school will have a homework policy which sets out these expectations.

Academic reports

Written reports, provided twice a year, present student achievement for each learning area/subject studied in the reporting period, against the relevant achievement standard. Student effort and behaviour are also reported.

Travelling to and from school

Students use a range of transport options for travelling to school including walking, riding a bicycle or catching a bus or train.



Activities and sports

Schools offer lots of different activities including music and sport which complement the curriculum and enrich the learning of students. These programs and activities sometimes operate as part of the extended before and after school timetable.

Dress code

Students are required to adhere to their school's student dress code, that is, the standard considered acceptable for clothing, footwear, jewellery and other aspects of personal presentation when students are attending or representing their school. This usually means wearing the appropriate school uniform (which may include different categories of uniforms, such as sports uniform) at all times. School uniforms will be provided to students as part of the scholarship program.

Student protection

Because of their regular contact with students and families, school staff play a vital role in:

- identifying and reporting suspected child abuse and neglect to the relevant state child protection agencies
- helping families to access support services that may build on their strengths and address issues impacting on their parenting.

Australian schools are committed to providing safe, supportive and disciplined learning environments where the safety and wellbeing of every students is each school's first priority.



2.6

At school in QLD



QLD's world class education system, beautiful environment and relaxed lifestyle attract more than 85,000 international students from 160 countries each year. As an international student studying in QLD scholarship students will enjoy numerous benefits and opportunities.

Academic excellence: develop knowledge and skills for the future

Education Queensland International (EQI) study programs, including the Pacific Secondary School Scholarships program in partnership with DFAT, enable students to fulfil their academic and personal potential. With a diverse range of academic and sports subjects to choose from, students can gain a deeper understanding of the world, and the knowledge and skills needed to succeed in the most desirable jobs of the future.

Variety of locations

In QLD, scholarship students will study in schools in regional areas including in rural towns and coastal settings. Many schools offer niche subjects based on their location, regional industries and research strengths, and the partnerships they have with local universities and colleges. QLD is also very accessible, with 4 international, 17 domestic and 48 regional airports.

Dedicated student support

EQI recognises that happy, confident, resilient and responsible students are more engaged in their learning, are positive class members and more active in their school and community. EQI provides first-class care for international students from the moment they arrive. Each school provides ongoing specialist support to ensure international students can focus on studying and enjoying life.

Once enrolled students will have access to 'Your Passport to Queensland', an app exclusively developed for international students studying in a QLD government school. This unique app contains lots of fun games, videos, quizzes and information designed to help students settle into their new life and school in QLD, so they can focus on enjoying their study experience. It also includes modules showing them how to stay safe at the beach, in the bush and in the city.

All students studying an international program in QLD will be able to use the new support service 1800 QSTUDY (1800 778 839). The service provides support for students, parents and other authorised contacts, and EQI homestay hosts, and responds to incidents that involve international students outside school hours. 1800 QSTUDY is contactable before 9.00am and after 3.00pm on school days, and 24 hours a day during weekends, public holidays and school vacations.

The QLD lifestyle

In 2020, Australia's quality of life was rated fourth on the world scale, exceeding that of the United States, Canada, the United Kingdom and most European countries (NUMBEO Quality of Life Index by Country 2020).

In QLD, scholarship students can truly experience Australia's famous outdoor lifestyle. QLDers are well known for having a friendly approach to life and for being relaxed and welcoming to visitors.

2.7

Living with an Australian host family

Living with an Australian host family as part of the Pacific Secondary School Scholarship is a great way to experience Australia's fantastic lifestyle close to the school community. By living in a safe, caring and supportive home environment students can immerse themselves in their studies and develop lasting friendships with their homestay family.

What is provided?

In addition to a safe, welcoming and friendly home, the student's homestay family will provide:

- three nutritious meals a day, seven days a week
- a private bedroom with a bed, storage space and a desk for study
- assistance to access transport to and from school and to school activities.

Following the orientation camp when students arrive in Australia for the first time (to commence the study program), a representative from the school will meet the student at the airport and arrange transport to their homestay accommodation or school.

Quality and monitoring

The accommodation, care and welfare of international students are primary priorities for DFAT, the NSW and QLD departments of education and our schools. Homestay families are carefully selected by the international student coordinator/school homestay coordinator or homestay organisation, and screened via a police identity and criminal history checks.

Ongoing support

In QLD, EQI schools are responsible for recruiting homestay families, managing the homestay program and the ongoing monitoring of homestay arrangements.

In NSW the state Department of Education works closely with homestay organisations to source suitable families and monitor homestay arrangements.

Care will be taken to match students to a host family that is compatible with individual student needs, based on the information supplied in their application. The school's international or homestay coordinator or homestay organisation is available to assist scholarship students should they have any problems settling in to their homestay family.

All international students have 24 hour emergency assistance and multi-lingual support available. On arrival at school, students will be given relevant emergency contact details for urgent student welfare issues.

Image use attributions:

Page 26: Sydney Harbour Bridge - Theo Crazzolara

License: Approved for free cultural works.

<https://www.flickr.com/photos/theocrazzolara/43491688125/in/photolist-29gdgDP-29vtAVj-27W6C7t-2gaC4u>

<https://creativecommons.org/licenses/by/2.0/legalcode>

Page 27: Koala - by Tanner Ford.

License: Approved for free cultural works.

<https://www.flickr.com/photos/moon-dog/2476981414/in/photolist-4LTbh7-gbye4W-563xmo-HpL6kL-b4Hk7-HA5>

<https://creativecommons.org/licenses/by/2.0/legalcode>

Page 27: The Gold Coast - Lenny K Photography

License: Approved for free cultural works.

<https://www.flickr.com/photos/lennykphotography/16587095272/in/photolist-rgKcxf-d4c76N-JGicBP-fLAHqT>

<https://creativecommons.org/licenses/by/2.0/legalcode>

Page 27: Kangaroos - John Vetterli

License: Approved for free cultural works.

<https://www.flickr.com/photos/jvetterli/257723400/in/photolist-oLUbU-ni272f-4jfbM5-63tx9u-d3y9i-6r1H>

<https://creativecommons.org/licenses/by/2.0/legalcode>



MODULE 3

DFAT Pacific Secondary School Scholarship policies

3.1

Pacific Secondary School Scholarships Program – student health and well-being

The Australian Government’s Pacific Secondary School Scholarship Program provides the opportunity for eligible students from Pacific island countries to attend high school in Australia.

Over time and following their return home after completing the scholarship program, it is expected students who have participated in the program will be able to use their education and life experiences in Australia to contribute to the future social and economic development of their own country.

The individual student’s health and well-being (both physical and mental) will be an important component of their ability to contribute positively to the program’s objectives for education, youth leadership and community engagement.

Each student will have individual circumstances and needs.

Reflecting this, the Pacific Secondary School Scholarships Program is underpinned by a commitment to, and framework for, positive student health and well-being.

This framework is structured around the fundamental concepts of proactive and reactive support for both minor health and well-being issues, and critical incident management.

Reflecting this, the scholarships program will partner with Australian education providers that have processes and structures to meet the education and welfare needs of scholarship students from the Pacific.

The education provider and their nominated homestay provider will oversee the day-to-day care of the student, once the student is in Australia.

This health and well-being framework recognises that for many participants, this will be the first time they are living away from home.

Students are not expected to have had any previous experience with the Australian health system, and many will not speak English as a first language.

While all youth and adolescents typically become more independent in managing their personal health and well-being during this stage in their life, this will also be the case for students under this program while they are living away from home in Australia.

In very broad terms, applicants and their parents should be aware that in Australia, education, health and child welfare are state government responsibilities under Australia’s federal system of government. As such, the laws operating in each state and territory can vary.

Further, students and parents should also be aware that a child or young person under 18 years of age may make decisions about their own medical treatment if they’re capable of understanding its significance.

The scholarship’s health and well-being framework also needs to be a partnership with the student and their parents or carers.

The parent or person who has custody of the overseas student is at all times legally responsible for the student under the age of 18.

Under the scholarship program, it is expected that students will proactively manage their own health and well-being.

It is also expected that students will:

- seek assistance from a trusted adult at the earliest possible opportunity if they have concerns or questions about safety or well-being, or need information about how to access health services during the period they are away from their home country on the scholarship program. A trusted adult could be a teacher at school, a homestay family, or a staff member of the scholarship program’s Managing Contractor
- immediately report to a trusted adult any urgent health or welfare matter
- keep in contact with their parents at home, including about their health and well-being.



The information in this handbook is general information only. After students have arrived in Australia, they will be provided with further information by the education provider specific to the school they attend and area they live in.

Thinking about student health and well-being before applying for a scholarship

Prior to submitting an application for the scholarship opportunity, students and their parents will need to genuinely consider if this program is right for their child, including in relation to both physical and mental health and well-being.

Applicants for the scholarship will need to provide personal health information as part of the school enrolment process, and for immigration purposes. Health examinations may be required.

Unless declared otherwise, DFAT expects that applicants are fit and healthy for the purposes of their participation in the program for a two and a half year period of study in Australia.

Being fit and healthy is demonstrated by being physically, mentally and emotionally well. It refers not only to the absence of disease, but the ability to recover and bounce back from illness and other problems, such as any social or emotional concerns.

This does not preclude students with a medical condition or a disability from applying. However, the student will need to disclose this information and be able to attend school and live in Australia with a reasonable degree of independence.

As part of the school enrolment process, and as a mandatory condition of visa approval, students under 18 year of age need to have appropriate accommodation and welfare arrangements. For this program, this means the opportunity to participate also depends on the practical availability of appropriate accommodation to meet the needs of the individual student. This will be determined by the Australian education providers (see below for further information on additional support for students living with a disability).

What health costs does the scholarship award cover?

Recognising that students will be under 18 years of age at the time they begin this program, the scholarship covers all necessary costs of living for a student studying in Australia away from home. This includes the cost of mandatory overseas health cover (see below for further information) and other necessary medical expenses to support the welfare of the student as determined by the education provider. The student will receive a stipend as part of their scholarship award and this is expected to cover personal hygiene requirements, complementary medicines and minor health consumables. The scholarship does not cover restorative or cosmetic surgery or dentistry.

Australian schools support student health and well-being

DFAT will partner with NSW and QLD state government public schools for initial implementation of this program, leveraging their established programs and support structures for international students.

As part of the school enrolment process, the student will be required to provide all health and medical information to the education provider. This could include conditions which are self-managed. It could also include, but is not limited to, any of the following:

- Acquired brain injury
- Allergies/sensitivities
- Anaphylaxis
- Asthma
- Asthma – student self-administered medication
- Attention-deficit/hyperactivity disorder (ADHD)
- Autism spectrum disorder (ASD)
- Diabetes – type one
- Diabetes – type two
- Ear/hearing disorders – otitis media (middle ear infection)
- Ear/hearing disorders – hearing loss
- Ear/hearing disorders – other
- Epilepsy – seizure
- Eye/vision disorders
- Endocrine disorder – adrenal hypoplasia, pituitary, thyroid
- Mental health – depression
- Mental health – anxiety
- Mental health – oppositional
- Mental health - other
- Skin disorders - eczema
- Skin disorders - psoriasis
- Travel/motion sickness
- Other



If a student needs to or expects to take medication during their stay in Australia, they will need to disclose this at the time of making an application. This will allow the education provider to ensure that the needs of the student can be met under the program.

Where allowed under the relevant privacy framework, health information may be shared with DFAT where necessary, so that any medical conditions can be appropriately managed at school, at homestay, and in the event of an emergency (so this information can be promptly provided to the relevant medical practitioner).

Students can expect their health information will be treated confidentially, where possible, but the education provider's and DFAT's main priority will be the scholarship student's health and safety.

Should the scholarship student need to take medication during their scholarship, an individual health plan, or an authority to administer medication form may be needed.

Parents and carers, and the student should be aware that the school or host family, as it thinks appropriate and, in the student's best interests, may:

- provide or administer over-the-counter or prescribed medications
- administer first aid.

Chronic health problems: *Chronic health problems, even those which can be safely managed by the student (for example, insulin dependent diabetic, asthma, rheumatoid arthritis, psoriasis) need to be identified during the school enrolment process as care will be taken by the education provider to ensure a host family is available that has both capability and capacity to oversee a student's chronic illness.*

The cost of managing the chronic condition (including tests, treatments and medications) will need to fall within the \$5000 limit under the scholarship award for a student to be able to participate (see below for further information).

As a condition of school enrolment, parents may need to agree that if the education provider believes the scholarship student needs treatment from a health care professional, it may authorise any medical and other professional treatment that it believes to be in the student's best interests. This includes hospital transfers, emergency procedures, and administering drugs and medications. To do this, the education provider may sign consent to medical and other health procedures on the parent's or student's behalf. As part of the scholarship funding, DFAT will reimburse the education provider for costs associated with necessary medical or other treatment that it authorises.

As part of their normal arrangement for international students, the education provider will contact the student's parents or carers as soon as possible if a student needs medical or other health care in Australia (other than routine care for minor illness or injury). DFAT's Managing Contractor will support this communication, as required.

For further information on each education provider's health and well-being policy:

- [QLD Department of Education policy: https://education.qld.gov.au/students/student-health-safety-well-being/student-health/supporting-students-policy-statement](https://education.qld.gov.au/students/student-health-safety-well-being/student-health/supporting-students-policy-statement)
- [NSW Department of Education policy: https://education.nsw.gov.au/policy-library/policies/student-health-in-nsw-public-schools-a-summary-and-consolidation-of-policy?refid=285835](https://education.nsw.gov.au/policy-library/policies/student-health-in-nsw-public-schools-a-summary-and-consolidation-of-policy?refid=285835)

The Australian Immigration health requirement

Australia enjoys some of the best health standards in the world. To maintain these standards, the Australian Government Department of Home Affairs advises that most visa applicants must meet minimum health standards before a visa is granted. This is called 'meeting the health requirement', where the visa applicant's health may be assessed as part of the visa application process.

Further information can be found on the Department of Home Affairs website at <https://immi.homeaffairs.gov.au/help-support/meeting-our-requirements/health>



Where necessary, a visa applicant's health will be assessed by a designated Medical Officer of the Commonwealth (MOC). This is an objective assessment, which is not condition-specific. A passport is needed to commence a health immigration assessment and progress a visa application.

DFAT's Program Manager will assist scholarship applicants with immigration and arranging an immigration health appointment, as required.

Where a visa applicant has a significant medical condition identified, a MOC will provide an opinion that the health requirement has not been met if:

- their condition is likely to exceed the Significant Cost Threshold (SCT) of \$49,000 for health care and community services in Australia over their proposed period of stay and up to a maximum of 10 years
- their condition would likely prejudice the access of Australian citizens and permanent residents to health care and community services that are in short supply (currently dialysis or organ transplants)
- they have active tuberculosis (TB)
- it is considered their health status may be a risk to Australia's health security (active communicable disease).

Read further details at <https://immi.homeaffairs.gov.au/help-support/meeting-our-requirements/health/threats-to-public-health>

Health waiver

DFAT will generally not support a request for a health waiver unless this is for a student with a disability where an Australian education provider has confirmed enrolment and availability of appropriate accommodation. Any request for a health waiver will be determined on its merits independent of DFAT's scholarship selection process.

Student management of their own health and well-being

Scholarship students are expected to monitor their own health and to manage any minor health problems.

They should seek support from their host family or a teacher at school for any health issue, including in the event they are unsure of how to go about identifying a minor common remedy.

The students will receive a weekly stipend as part of meeting necessary welfare and costs of living in Australia. The stipend is expected to cover the cost of purchases for minor health, including for minor sports injuries (such as strapping), for complementary medicines and personal hygiene needs.

The scholarship student should alert a trusted adult if:

- they have questions about the overseas student health cover
- they are unsure where or how to access medical services
- they are required to have medical tests which require admission to hospital, including day procedures
- they are diagnosed with a serious condition or a chronic illness
- they become pregnant which may potentially affect their study program
- they are made aware that they will have to attend hospital for treatment in the near future.

As part of maintaining communication with parents or carers at home, scholarship students should also regularly inform their parents or carers about their health while they are in Australia.

Typically, the education provider will seek to speak directly to the scholarship student's parents or carers without DFAT involvement where this is for a minor or temporary illness or injury.

Where direct contact is not practical, due to differences in language or challenges with telecommunications, the education provider will seek the support of the scholarships program Managing Contractor to facilitate engagement with the student's parents.



What to do in an emergency in Australia

In Australia there is one national phone number in the event of an emergency. **This free call is: Triple zero – (000)**. This number connects to ambulance, police, fire and emergency services.

When to call triple zero (000) – the national emergency phone number in Australia

Triple zero (000) is the number to call in Australia for ambulance, police or fire and emergency services in an emergency.

You should call triple zero (000) if:

- someone is seriously injured or in need of urgent medical help
- your life or property is being threatened or in danger
- you have just witnessed a serious accident or crime.

If the situation is not urgent, call your local police, fire or ambulance service instead.

While every triple zero (000) call is given assistance, it is important to remember that this number is for emergencies only.

If you are unsure whether someone needs an ambulance or not, call triple zero (000).

What happens when you call triple zero (000)?

The operator will ask:

Do you want police, fire or ambulance?

What is your exact address or location? (Try to provide the street number, street name, nearest cross street and the area. In rural areas give the full address, nearest landmarks and roads and the name of the property. If you are driving, tell them the direction you're going in and the last motorway exit or town you passed.)

What is your phone number?

If you need an ambulance, you will be asked to provide details such as:

What is the problem? How old is the patient?

Are they breathing? Are they conscious?

Remember to keep calm and speak slowly and clearly. Stay focused and only give relevant details.

Stay on the line and don't hang up until the operator tells you to.

Read further information on calling triple zero (000) at <https://www.healthdirect.gov.au/calling-triple-zero>

Vaccinations

The Australian Government Department of Health advises that immunisation is a simple, safe and effective way of protecting people against harmful diseases before they come into contact with them. Immunisation not only protects individuals, but also others in the community, by reducing the spread of preventable diseases.

Most people can be immunised. If you have any concerns about your own, or your child's health, talk to your doctor first.

Further information about immunisation in Australia can be found at <https://www.health.gov.au/health-topics/immunisation/about-immunisation>.

As part of mandatory school enrolment processes, each provisional awardee will need to provide all necessary medical information, including a copy of their vaccination history.

Australian states have varying requirements regarding vaccination. In broad terms, vaccinations are not mandatory for high school students in Australia, but are offered consistent with recommended guidelines including the Australian national immunisation program schedule.

Under this scholarships program, students will be offered the same opportunity where catch up is required for alignment with the recommended school vaccination program. This will be on the basis of parental or carer consent.

State government health departments work closely with the education department in each state to provide vaccines recommended for adolescents in a school-based vaccination program.

Parents will be provided information and appropriate vaccination consent forms during the interview process for scholarship selection. Parents will be supported to read all the information provided, complete and sign the consent form, where they agree, and return it to the scholarship program's Managing Contractor.

Parents and students should be aware that while students can still be enrolled at school if they are unimmunised, it may nonetheless affect the student's ability to participate in the program, particularly if the education provider cannot source a homestay provider willing to accommodate an unimmunised student.



In the event of an outbreak of a vaccine preventable disease, students and their host families will be given advice in respect of the requirements through the school.

Students and parents should be aware that when there are cases of a vaccine preventable disease such as measles in a school, the local public health officer in Australia may request the principal to exclude any students who are not fully immunised against that disease during the incubation period (14 days for measles). If parents and students elected not to undertake vaccination and are excluded from school, this could also have implications for the student's compliance with their visa conditions and continued scholarship funding, unless there were medical reasons why the student was not vaccinated.

Any costs associated with vaccinations in Australia will be met as part of the scholarship award.

Suspension of scholarship as a result of significant illness, injury or pregnancy

Following their arrival, scholarship students who subsequently become unable to continue to attend school or live independently within a homestay arrangement due to illness, injury or pregnancy (see below for further details) may need to suspend their scholarship and return home on medical grounds.

In such circumstances and prior to making any decisions, DFAT will work with the relevant education provider, the student and their parents or carers to review the optimal welfare of the student. This will be consistent with the National Principles for Child Safe Organisations, including to ensure that the process values and empowers children. Scholarship students will:

- be informed about their rights
- participate in decisions affecting them and be taken seriously
- ensure families are informed and involved in promoting child safety and well-being.

This will need to be a decision-making process that takes account of the education provider's regulatory framework and practical constraints in its support structures, Australian immigration requirements and DFAT's financial framework for the scholarship program.

Any reactivation of a scholarship suspended for health reasons will need to be within the scholarship program (and Australian immigration) age restrictions.

If the scholarship student suspends their award and returns home, the student or their family should stay in contact with DFAT and must seek prior approval from DFAT before the student returns to school in Australia.

Students living with a disability

Students with a disability are encouraged to apply.

DFAT strongly recommends that scholarship applicants with a disability:

- disclose their disability when lodging an application
- communicate to DFAT's in-country Managing Contractor any adjustments or assistance they will need to attend and participate in a selection interview.

Where required, shortlisted students with a disability will be provided with additional support to attend the scholarship interview.

When a student with a disability is offered a provisional scholarship award, DFAT may request the student be medically assessed to help inform the school enrolment process and the education provider's necessary consideration of the practical availability of suitable accommodation to meet the needs of the individual.

All applicants, including students with a disability will need to meet Australian immigration requirements, including the immigration health requirement.

Where the education provider confirms suitable accommodation and welfare arrangements, DFAT may seek a health waiver, if necessary, for a student with a disability. A request by DFAT does not guarantee an outcome.

Whenever an applicant with a disability is offered a provisional scholarship award, DFAT will engage a disability support consultant to assess support needs and identify practical solutions to enable the successful selection and mobilisation of scholarship students with a disability. This may delay the student's start date for the purposes of ensuring any necessary adjustments can be made. Provisional awardees will need to remain compliant with the scholarship program's age restrictions.

Consideration may be given to the possibility of the student being accompanied by a parent on a guardian visa. However, this would be subject to separate visa approval and may delay the student's commencement date.



DFAT recognises that this process will necessarily involve detailed discussion about sensitive health information and as such, will be managed on a case-by-case basis.

In all cases, DFAT and its program partners will work with the student and their parents or carers for a final outcome in the best interests of the child.

DFAT will always work in good faith to provide access to the Pacific Secondary School Scholarships for young people with disability. However, in some cases, applicants may not be awarded a scholarship if the disability support required to enable their participation would impose an unjustifiable burden on the Pacific Secondary School Scholarships Program, participating secondary school, and host family.

Overseas student health cover (OSHC)

As part of the Australian immigration process, all visa applicants must have and maintain adequate health insurance while they are studying in Australia.

This reflects that international students are not typically covered under Australian national public health insurance system (known as 'Medicare').

To meet this immigration requirement, and to help meet the cost of medical and health costs while the student is in Australia, all scholarship students will be provided with overseas student health cover (OSHC) as part of the scholarship award.

DFAT expects to arrange OSHC policies that also include cover for some dental, optical and other allied health services such as physiotherapy. This forms a part of the broader DFAT support framework to meet their living costs and welfare needs of scholarship students while they are in Australia.

OSHC providers have a 24/7 assistance helpline and can be contacted if information is needed on the OSHC policy.

It is important that the scholarship student and their family fully disclose any pre-existing medical condition as part of the OSCH application process. This could impact OSHC and scholarship benefits, as pre-existing medical conditions may not be covered for a certain period of time (known as a 'waiting period'). The waiting period can be up to 12 months.

At a practical level, OSHC is unlikely to cover all necessary medical expenses incurred by the scholarship student during their scholarship period. To

What are pre-existing medical conditions?

In general terms, a pre-existing medical condition is an ailment, illness or condition where the signs or symptoms of that ailment, illness or condition existed at any time in the period of six months ending on the day on which the overseas student arrived in Australia. Please note students will need to refer to their OSHC policies for specific definitions.

assist in managing this, students will be provided with access to an initial 'establishment bursary' of \$200 on arrival to assist with minor and unanticipated, but necessary out-of-pocket health care costs. Students will have the opportunity to submit copies of receipts and seek reimbursement as needed.

Out-of-pocket expenses for necessary health care that is more than minor and unexpected should be raised with the homestay provider or school to allow for efficient and cost-effective options to support the student.

Out-of-pocket medical expenses

While students will be provided with appropriate health insurance for their period of study in Australia, they should also be aware that health, including dental, can incur significant out-of-pocket expenses.

Education providers will be able to provide advice on contracted health service providers, which may charge lower or no out-of-pocket fees.

Under the scholarship program, it is expected that a student's out-of-pocket expenses will total less than \$5000 per year. If a student's out-of-pocket medical expenses (whether this is for pre-existing illness or otherwise) is expected at the time of enrolment to exceed \$5000, appropriate welfare arrangements cannot be approved. If out-of-pocket expenses exceeds \$5000 during the period the student is in Australia, DFAT may request a joint meeting with the education provider and the student's parents or carers at home to review welfare arrangements.

For treatment or hospital admission that can be scheduled in advance, scholarship students should consult with their homestay and education provider on options to use a contracted hospital or health service provider where costs may be lower. This will assist with the early identification of possible out-of-pocket expenses and effective management of scholarship funds.



How does this work in practice?

Minor health problems (e.g. chest infection with or without a cough, headaches, mild to moderate pain in abdomen or wounds, sprain injuries) will be managed by the scholarship student in consultation with their homestay provider or school as part of their routine schooling and life in Australia.

Typically, the scholarship students would attend a general practitioner (GP) if required.

Schools will help inform students about options to access GPs in their local area who only charge the scheduled fee (known as 'bulk billing'), in which case there will be no out of pocket expenses.

In the event the GP charges more than the scheduled fee, the student will need to pay any difference at the time of their medical appointment between the benefit the OSHC insurer pays and the actual fee charged by the doctor.

This difference is known as an 'out-of-pocket' expense. A \$200 establishment bursary will be provided to each student to meet out-of-pocket expenses and can be reimbursed through the school.

If the scholarship student requires prescription medications following their visit to the doctor, the prescription needs to be taken promptly to a chemist (also called a pharmacy) for the medicine to be dispensed.

This medicine may cost \$15.

As this is below the typical 'patient co-payment' threshold of \$40.30 under the student's OSHC policy, the student would need to pay this amount (\$15) for the prescription medicine out of their \$200 bursary, and seek reimbursement as appropriate.

The student should retain the receipts to claim reimbursement of these costs through their school.

If a student has any difficulty paying out-of-pocket expenses for necessary medical care, they should raise this promptly with their homestay, school teacher or student liaison officer for payment so the student does not forgo necessary medical care.

The costs in this scenario were necessary because the student was ill and the doctor prescribed the medicine. Complimentary medicines are generally not reimbursable and should be paid by the student out of their stipend.

Attending the emergency or outpatient department in an Australian public hospital

In the event of any serious incident, the needs of the student will be overseen by the host family and/or the school in communication with the parents or carers at home.

As general background information only, students should be aware that accident and emergency (A&E) departments at Australian public hospitals are not for minor presentations. Waiting periods can be very long – therefore ailments or injuries will usually be treated at a GP clinic.

If there is a need to see a doctor urgently, or if the student has been involved in an accident they should proceed to an A&E via an ambulance (dial 000).

Importing medical devices

Scholarship students coming to Australia may bring in medicines and medical devices for immediate use and to import small quantities for personal use. If relevant, this should be raised with the program's Managing Contractor at the earliest opportunity.

For more information see the Therapeutic Goods Administration website - Entering Australia and Personal Importation Scheme: <https://www.tga.gov.au/personal-importation-scheme>.

Dental care

Scholarship students should seek an early opportunity to visit a local dentist after arriving at, and settling in, with their homestay and are encouraged to visit the dentist at least once a year, or as recommended by the dentist following the student's first visit.

The scholarship program's OSHC health insurance will include dental up to a capped amount.

The out-of-pocket amount of \$5000 includes an amount to align with the value of the Medicare Child Dental Benefits Schedule (which covers up to \$1000 over 2 years as at January 2020).

If a student requires dental treatment beyond the level of OSHC health insurance cover (for example, tooth abscess, repair of teeth damaged by an accident) this should be raised with the education provider to be addressed on a case-by-case basis with the primary consideration being the interests of the student.



Pregnancy

In the event a scholarship student becomes pregnant, they should notify their school and/or homestay provider as soon as a pregnancy is suspected.

While not necessarily a health emergency, this will nonetheless require a joint response by DFAT together with the education provider, as the scholarship program and homestay arrangements are for unaccompanied students only.

This response will consider the best interests of the student. A pregnancy will be handled sensitively by all parties including the school and host family as well as DFAT officers.

If the pregnancy continues, the scholarship student will typically return home no later than the end of the second trimester of the pregnancy for birth in their home country and make arrangements for the ongoing care of the baby.

DFAT will consider whether to suspend or withdraw the student from the scholarship program, taking account of wishes and circumstances of the individual concerned, including if the scholarship student commits to remaining on the Pacific Secondary School Scholarship Program, where this is feasible and allowed under the school rules and Australian immigration framework. These discussions will also include the student's parents or carers.

In the event the student is required to leave the program, DFAT and the education provider will work together to ensure continuity of suitable accommodation and welfare arrangements until their departure and ensure arrangements for accessible and regular antenatal care can be put in place and other necessary support is made for the scholarship student.

If the student returns to complete their secondary education in Australia this will be no earlier than the completion of the neonatal period which is 28 days. Such circumstances will be handled on a case-by-case basis.

Travel insurance

Scholarship students will be provided with travel insurance for travel to and from Australia for their period of study.

OSHC will only cover health related expenses whilst in Australia. Students should speak to the Program Manager for matters relating to international travel insurance.

Long-term illness

If a scholarship student experiences a serious or an emerging chronic health problem and is unable to study or is hospitalised, DFAT will work with the education provider and continue to provide welfare support until appropriate arrangements are determined.

If this exceeds a six-week period, scholarship students who are unable to study due to serious or emerging chronic health problems, may be required to suspend their Pacific Secondary School Scholarship and return to their home country until they have fully recovered. Readmission to the scholarship program will be at the discretion of DFAT and based on evidence from medical advice in consultation with the student, their parents and the relevant education provider.

Mental health

Good mental health is essential to well-being and happiness and full participation and effective learning opportunities during the scholarship program.

There is a growing awareness in Australia of the causes and impacts of poor mental health. Good mental health awareness and practices are central to the scholarship's health and well-being framework and will be introduced from the outset of the program during student orientation after arrival in Australia.

Australian schools and their homestay families provide support for positive student mental health, including, for example, to facilitate an appointment with a school counsellor, student welfare officer or a GP if necessary.

Positive mental health is a key tool that young people have to combat the many challenges they face, including to become mental health literate.

General information in Australia can come from a range of sources, including the school and the homestay provider, peers and online help such as

- Kids Helpline: <https://kidshelpline.com.au/> and
- Beyond Blue: <https://www.beyondblue.org.au/>

The school or host family will support the student to access counselling or other early support, as required. More serious mental health problems can be a medical emergency and require urgent referral to a health facility.



Homesickness

This program recognises that living and studying in another country presents new challenges, and that positive mental health can start with an awareness of homesickness that may affect students early in their stay after arriving in Australia.

NSW and QLD state government education departments have established programs to support international students, including coping with homesickness.

For general information, see Allianz's 'How to deal with homesickness information sheet': <https://allianzassistancehealth.com.au/en/living-in-australia/dealing-with-homesickness/>

General health and well-being - general information for students

As part of a proactive approach to supporting the scholarship student's health and well-being, this following section contains general information on various health and well-being topics to assist students to prepare for life and study in Australia as part of the scholarship experience.

A key practical consideration for students participating in this program is that they will be provided many opportunities to engage in activities at school and in the community consistent with the program's objectives for high quality education, youth leadership and community connections.

Students will need to take a balanced approach when considering the opportunities, ensuring a focus on their studies and allowing time for rest and to engage with their host families. Students should consider carefully if they plan to undertake more than two activities at a time. The scholarship program recommends students not commence part-time work during the first six months of study in Australia. At all times, students will need to comply with Australian laws and abide by the rules of their school and homestay.

This section is a general guide only and should not replace professional health care advice.

The scholarship program recognises there is a wealth of information from governments and trustworthy sources, including for international students studying in Australia.

For example, Allianz has a webpage on for overseas students staying healthy and safe in Australia: <https://allianzassistancehealth.com.au/en/staying-healthy-safe/>

Healthdirect also has a range of health information for the general Australian community, including basics such as:

Handwashing

"As you go about your everyday life, germs accumulate on your hands. After you touch your eyes, nose or mouth, germs carried there can cause infections. Frequent hand-washing is one of the best ways to avoid getting sick and spreading illness."

You can view Healthdirect's website at <https://www.healthdirect.gov.au>

Further general information on this, and other health topics can be found at <https://www.healthdirect.gov.au/health-topics>.

Scholarships students will be provided with further specific information during their period of study in Australia and should seek help from their school, homestay provider or a qualified medical practitioner for advice on any specific health matters.

General information about physical activity, risk assessment and nutrition

All young people are to be encouraged to exercise, play sport or try a new activity – anything that helps them feel good, be healthy and have fun. They should aim for at least 30-60 minutes of physical activity every day.

Getting enough physical activity

As part of its information on 'Health in your teens', the Queensland Department of Health reminds us that according to the official [Australian guidelines for physical activity](#)², teenagers should be doing at least 60 minutes of moderate to vigorous physical activity every day.

Further information can be found at <https://www.health.qld.gov.au/news-events/news/physical-activity-exercise-in-your-teens>.

While all physical activity is helpful, doing a variety of moderate to vigorous intensity activities for 60 minutes every day is good. Physical activity should be of an intensity that the young person huffs and puffs (increase the heart rate).

Scholarship students are encouraged to participate in school and community activities on offer, in accordance with the rules of the school that they attend. Some activities may require parent consent, other activities may be prohibited.



For the purposes of community engagement and a proactive approach to health and welfare, the scholarship program provides financial support for students to join a sports club or another community activity up to \$1000 per student, per year.

Along with physical activity, it is equally important that young people get the required amount of sleep they need to maintain health. Sleep is vital to well-being, and is as important as the air that is breathed, the water that is drunk and the food that is eaten. Teenagers are recommended to have between 8-10 hours of sleep a day. Good sleep patterns also help young people to eat better and manage the stress of being a teenager.

Sleep

Sleep deprivation can be caused by too much screen time, worry, anxiety, poor diet, too much after school activity and late nights.

Host families will provide comfortable spaces for the scholarship student to sleep.

In a separate teen health information sheet, the Queensland Department of Health reminds us that “sleep is super essential to being a productive, functioning human. Whether you’re aiming to get top marks in your next exam, want to have a great time with your friends on the weekend, or just don’t want to wake up ‘on the wrong side of the bed’ every morning, sleeping well at night is linked to how well and happy you feel.”

For further details can be found at <https://www.health.qld.gov.au/news-events/news/health-in-your-teens-sleep>.

Good nutrition

Eating a balance of good foods, coupled with regular physical activity, will help young people feel great, function at their full potential and maintain a healthy weight.

Central to good nutrition under the scholarship program, homestay providers will provide each student with three meals a day. For some scholarship students, this may mean experiencing new and different foods that require adjusting their usual diet.

Students will also need to consider – **and take responsibility** – for the food they eat outside of their homestay.

To inform healthy eating, students should be aware of the five food groups:

- Dairy and/or their alternatives: the foods in this group are excellent sources of calcium, which is essential for strong and healthy bones. Not many other foods in our diet contain as much calcium as these foods.
- Fruit: fruit provides vitamins, minerals, dietary fibre and many phytonutrients (nutrients naturally present in plants), that help our body stay healthy.
- Grain (cereal) foods: always choose wholegrain and/or high fibre varieties of bread, cereals, rice, pasta, noodles, etc. Refined grain products (such as cakes or biscuits) can be high in added sugar, fat and sodium.
- Lean meats and poultry, fish, eggs, tofu, nuts and seeds and legumes/beans: our bodies use the protein we eat to make specialised chemicals such as haemoglobin and adrenalin. Protein also builds, maintains, and repairs the tissues in our body. Muscles and organs (such as your heart) are primarily made of protein.
- Vegetables and legumes/beans: vegetables should make up a large part of our daily food intake and should be encouraged at every meal (including snack times). They provide vitamins, minerals, dietary fibre and phytonutrients to help the body stay healthy.

Students will have the opportunity to identify food allergies and dietary preferences as part of the school enrolment process.

General information about alcohol, tobacco and other drugs (ATOD)

Alcohol

It is known that drinking alcohol during the teenage years when the brain is still maturing may damage the brain. Teens who drink alcohol have more memory impairment than those who don’t. Using alcohol may put them at higher risk for dropping out of secondary school, behaving in unacceptable ways including being violent and exposing themselves to risk. Starting to drink alcohol while still a teenager adds a higher level of risk of being addicted to alcohol at some later point in the life.

Across Australia, the legal age for drinking and purchasing alcohol in Australia is 18 years of age.



Scholarship students should be aware however, that as a condition of school enrolment, they will be prohibited from drinking even beyond the age of 18 until they complete their course of study.

Further information can be found at <https://drinkwise.org.au/drinking-and-you/support-services/#>.

Tobacco (smoking)

While smoking can be seen as a rite of passage, it is hazardous to the health of young people. Quitting smoking is hard. But the health consequences are even harder to deal with.

Smoking is a bad idea for several reasons. It is addictive, so that once started, it is usually very difficult to stop. It is extremely bad for an individual's health. Statistically, it is estimated that half of all smokers will eventually die of a smoking-related disease such as lung cancer or emphysema. Even if smoking does not kill the smoker, it will definitely make them less healthy. And smoking is expensive. People waste enormous amounts of money on smoking.

It is illegal in Australia for anyone to sell or provide alcohol or tobacco products (including e-cigarettes and associated vaping paraphernalia) to anyone under the age of 18. Proof of age is required for those over 18.

Scholarship students who smoke should disclose this at the time of application. They will be required to demonstrate that they have ceased smoking prior to taking up the scholarship opportunity and starting at school in Australia.

As a condition of their school enrolment terms and conditions, they will typically be prohibited from smoking tobacco products, vaping and smoking illicit substances (e.g. marijuana, methamphetamines or heroin). If found to have breached this requirement, the student could have their scholarship withdrawn and be sent home. This school prohibition on smoking applies to students even after they turn 18 years of age until they complete their period of study.

Australian information on quitting smoking can be found at <https://www.health.gov.au/contacts/quitline>.

There are policies in all state schools around the use of tobacco and the consumption of alcohol which must be strictly adhered to. The scholarship student is to avail themselves of information about these policies and comply with them at all times.

Passive smoking

'Passive smoking' (or second-hand smoke) means breathing in other people's tobacco smoke. This is not only inconvenient to other people, but can be illegal.

State and territory governments are mainly responsible for smoke-free laws in Australia.

Smoke-free laws:

- protect people from second-hand smoke
- encourage people to quit smoking
- help to de-normalise smoking in the community.

In all states and territories, it's illegal to smoke in enclosed public places including:

- public transport such as trains, planes and buses
- office buildings
- shopping malls
- schools
- cinemas
- airports.

There are differences in laws in each state and territory, including:

- how exemptions are given
- laws on smoking in outdoor areas.

In all states and territories in Australia, it is also illegal to smoke in a car when a minor is inside. A minor is someone under the age of 16, 17 or 18 – it depends on the state or territory you are in.

Illicit drugs

The use of all illicit drugs such as cannabis, methamphetamines, opioids, hallucinogenic drugs and prescription drugs not prescribed for the person using them, is illegal and subject to prosecution by police in all states of Australia. If it is found that a scholarship student has used illicit drugs, their school will address this as a welfare and behavioural issue and their scholarship could be cancelled. Students may face prosecution under Australian law and following any legal consequence, would normally be returned home immediately as a critical incidence response.



Sexual and reproductive health

Adolescence is a time of great physical and emotional change and coupled with the challenge of a new environment, culture, school and host family, navigating all the changes can become quite complex.

The education providers that DFAT will partner with under this program are experts in supporting young people, including international students.

The age of consent for sexual intercourse is 16 years of age in all Australian states, except in Tasmania and South Australia which is 17 years.

It is a fact that teenagers engage in sexual acts, some at an earlier age than others. It is important that they are given the opportunity to gain knowledge and be informed of the consequences of sexual acts including acquiring a sexually transmitted infection and pregnancy.

Australian state schools provide sexual and reproductive health education as part of the curriculum.

As part of the scholarship orientation program, scholarship students will be provided the opportunity to understand their sexual health rights and be able to:

- make sound, ethical decisions about relationships and sexual intercourse and stand up for those decisions
- deal with pressures for unwanted sex
- recognise a situation which may turn risky or violent
- know how and where to ask for help and support
- know how to negotiate protected sex and other forms of safe sex when ready for sexual relationships.

Whilst not compulsory, there are many opportunities for young people to access factual information from trained educators (many of whom are not-for-profit organisations such as Family Planning).

If a scholarship student has been sexually assaulted they should immediately seek help from a trusted adult, the police or a medical practitioner.

Child protection and safeguarding

Child protection and safeguarding means protecting children from abuse, and identifying and stopping abuse that is already happening.

Abuse of a child or young person under the age of 18 is defined as follows.

Abuse is a deliberate act of ill-treatment that can harm or is likely to harm a child or young person's safety, well-being and development. Abuse can be physical, sexual or emotional.

Abuse

Physical abuse—the use of physical force against a child that results in harm to the child. Physically abusive behaviour includes shoving, hitting, slapping, shaking, throwing, punching, kicking, biting, burning, strangling and poisoning.

Neglect—the failure by a parent or caregiver to provide a child (where they are in a position to do so) with the conditions that are culturally accepted as being essential for their physical and emotional development and wellbeing.

Emotional abuse—refers to a parent or caregiver's inappropriate verbal or symbolic acts toward a child, or a pattern of failure over time to provide a child with adequate non-physical nurture and emotional availability. Such acts have a high probability of damaging a child's self-esteem or social competence.

Sexual abuse—the use of a child for sexual gratification by an adult or significantly older child or adolescent. Sexually abusive behaviours can include fondling genitals; masturbation; oral sex; vaginal or anal penetration by a penis, finger or any other object; fondling breasts; voyeurism; exhibitionism; and exposing the child to, or involving the child in, pornography.

Ill-treatment—disciplining or correcting a child in an unreasonable and seriously inappropriate or improper manner; making excessive and/or degrading demands of a child; hostile use of force towards a child; and/or a pattern of hostile or unreasonable and seriously inappropriate degrading comments or behaviour towards a child.

Note: the above includes a child or children being present (hearing or seeing) while a parent or sibling is subjected to any of the above.



Neglect of a child or young person also constitutes abuse and can be defined as failing to provide or secure for a child or young person, the basic needs of physical safety and well-being.

DFAT has a zero tolerance approach to child exploitation or abuse. DFAT and its program partners recognise that it is the shared responsibility of all adults to prevent child exploitation and abuse. In Australia, there is recognition that organisations that work with children also have a role in protecting them, and need policies and procedures to enable them to do so. The child protection policy is part of DFAT's child protection framework. The policy is principles based, articulates DFAT's zero tolerance of child exploitation and abuse, and includes expectations of DFAT staff and DFAT-funded partners in the management of child protection risks. It enables DFAT to meet community expectations and uphold the United Nations Convention on the Rights of the Child to which Australia is a signatory. Each Australian state government agencies have their own legislation and legislative frameworks for child protection. In addition, approved education providers will also have their own child protection policies. More state/education provider specific information will be provided upon arrival in Australia.

Zero tolerance of inaction - SEAH

Sexual exploitation, abuse and harassment (SEAH) are never acceptable. DFAT recognises that achieving a significant reduction in SEAH is a long-term endeavour. Zero tolerance is not the same as zero incidents. Reports of incidents may increase as organisations improve safeguards. Increasing reports may indicate growing awareness of SEAH and changing attitudes, with victims/survivors feeling more comfortable to report and organisations more likely to take action. The reporting of incidents and responses is an indicator that the risk of SEAH is being managed appropriately.

Zero tolerance of inaction – child protection

DFAT has a zero tolerance approach to child exploitation and abuse. Child exploitation and abuse will attract criminal, civil and disciplinary sanctions. DFAT will not knowingly engage—directly or indirectly—anyone who poses a risk to children. DFAT works to minimise the risks of child exploitation and abuse associated with its functions and programs, and trains its staff and keeps informed partners on their obligations under this policy. Arrangements with Australian state government agencies will be in accordance with the laws of the various jurisdictions that the programs operate in Australia.

Information on DFAT's Child Protection Policy is available online at <https://dfat.gov.au/about-us/publications/Pages/child-protection-policy.aspx>

The Australian Government has introduced the Commonwealth child safe framework, a whole-of-government policy that sets minimum standards for creating and embedding a child safe culture and practice in Commonwealth entities. Australian states and territories have their own rigorous child protection legislation and policy by jurisdiction.

Child protection legislation by jurisdiction

As difficult as it may be, a student should report immediately to a trusted adult any suspected or actual child abuse of any sort. In Australia, teachers, social workers and health professionals, among others, are required by law to report incidents of suspected child abuse, including sexual abuse. Upon arrival in Australia the scholarship student's education provider will provide the student with contact details of officers they can speak and report to if they have any concerns and/or experiencing abuse.



If a student is in imminent danger of sexual abuse including violence this should be immediately reported to the Police by ringing 000. The police and health services in Australia have trained and sensitive officers who will support the young person through the reporting process.

Reporting is required from our delivery partners (in this case managing contractor, NSW and QLD) on suspected or alleged child abuse or policy non-compliance. All reports to DFAT on suspected or alleged child exploitation, abuse or policy non-compliance by anyone within scope of DFAT's policy should be made to childwelfare@dfat.gov.au.

e-Safety (keeping safe online)

Students will be provided with a mobile phone and a laptop as part of their scholarship award. They will need to use this equipment in a responsible manner to protect their own interests consistent with the scholarship program's Code of Conduct. Students also need to abide by the rules of school they attend and the homestay family they live with.

If students have any questions or concerns about their online safety, they should talk to a homestay parents or a teacher at school.

Jurisdiction	Principal legislation	Other relevant legislation
Australian Capital Territory	Children and Young People Act 2008	Children and Young People (ACT Childcare Services) Standards 2009 (No. 1) Children and Young People (Employment) Standards 2011 (No. 1) Crimes (Child Sex Offenders) Act 2005
Northern Territory	Care and Protection of Children Act	Child Protection (Offender Reporting and Registration) Act Children's Commissioner Act 2013
New South Wales	Children and Young Persons (Care and Protection) Act 1998	Advocate for Children and Young People Act 2014 Child Protection (International Measures) Act 2006 Child Protection (Offenders Prohibition Orders) Act 2004 Child Protection (Offenders Registration) Act 2000 Child Protection (Working with Children) Act 2012 Industrial Relations (Child Employment) Act 2006
Victoria	Children, Youth and Families Act 2005	Child Employment Act 2003 Child Wellbeing and Safety Act 2005 Commission for Children and Young People Act 2012 Sex Offenders Registration Act 2004
Queensland	Child Protection Act 1999	Child Employment Act 2006 Child Protection (International Measures) Act 2003 Commission for Children and Young People and Child Guardian Act 2000 Director of Child Protection Litigation Act 2016
Tasmania	Children, Young Persons and Their Families Act 1997	Child Care Act 2001 Child Protection (International Measures) Act 2003 Commissioner for Children and Young People Act 2016
Western Australia	Children and Community Services Act 2004	Child Care Services Act 2007 Commissioner for Children and Young People Act 2006 Community Protection (Offender Reporting) Act 2004

The Australia has a government agency – eSafety – committed to keeping Australians safer online. The eSafety Commissioner has a website that includes information to help keep young people stay safe online: <https://www.esafety.gov.au/young-people>. This contains information that will also be helpful for scholarship students.

Amongst other topics, the eSafety website includes helpful information on the following:

- **Cyberbullying:** <https://www.esafety.gov.au/young-people/cyberbullying>

“Cyberbullying is the use of technology to bully a person with the intent to hurt or intimidate them. One in five young people have been bullied online.

Remember that bullying behaviour is way more a reflection of that person who is being mean, than it is a reflection of you.”

- **Image-based abuse:** (Someone is threatening to share my nudes): <https://www.esafety.gov.au/young-people/someone-threatening-to-share-my-nudes>

“Sexting or sending nudes can put you at risk of image-based abuse.

If someone shares or threatens to share a nude image or video of you when you don’t want them to, this is called image-based abuse. Maybe they are being mean, or they want to hurt you for breaking up with them.

The sharing of explicit images of a person under the age of 18 by law is considered child pornography in Australia and that there are legal impacts in doing so. Under the PSEAH policy the sharing of pornographic or rude material on line may be considered sexual harassment.

Whatever the reason, it is never OK.”

- **Spending too much time on line:** <https://www.esafety.gov.au/young-people/spending-too-much-time-online>

“On average young people in Australia make use of 5 different social media services. That can add up to a lot of time spent online or checking your phone. Social media services also send notifications all the time, which are designed to bring you back online and using the service.

eSafety provides some tips so you can take control of your online experience, rather than letting it control you.”

- **Online gaming:** <https://www.esafety.gov.au/young-people/online-gaming>

“Online gaming can be a fun and positive experience, especially if it is done in moderation and with some solid strategies for managing negative experiences.”

- **Violent or inappropriate content:** <https://www.esafety.gov.au/young-people/violent-inappropriate-content>

“Just like in your offline life, when you’re online you might come across something you’d rather not see. It might be content that is upsetting, disturbing or offensive.

If you come across other content you think is offensive or illegal you can report it to the website, social media service, app or game it was posted on. You can find direct reporting links in the eSafety Guide.”

Safety when swimming

Australians spend a great deal of time in the sun and swimming.

It may be assumed that because a young person comes from a Pacific island they know how to swim and how to be safe in and near water. This will not always be the case.

It is important students learn to understand Australian conditions and water safety.

It is important that each student is aware of their own limitations.

Talk to your homestay provider.

If a scholarship student cannot swim, they must not enter water and are encouraged to consider swimming lessons from an accredited swimming instructor. Schools will have their own policies and procedures that guide water (and sun) safety.

Surf Life Saving Australia has advice and tips to keep people, including young people safe in Australia’s coastal waters: <https://sls.com.au/coastal-safety/>.

This includes information on staying safe at the beach: <https://beachsafe.org.au/surf-safety/>.



Everyone is asked to ‘swim between the flags’ and only swim when the beach is patrolled.

Surf Life Saving Australia says, ***“If there are no red and yellow flags, you should not go swimming.”***

No one can anticipate changing ocean currents, rip currents, sudden storms, or other hidden dangers. If something does go wrong, lifeguards are trained in rescue techniques.

Even if a student can swim, they should always swim with a partner, every time – whether they are swimming in a backyard pool, the ocean, or in a lake.

Even experienced swimmers can become tired or get muscle cramps, which can make it hard to get out of the water. When people swim together, they can help each other or go for help in an emergency.

If an area has “no diving” or “no swimming” signs, pay attention to them. A “no diving” sign means the water isn’t safe for a head-first entry. Even when planning a feet-first jump, check the water’s depth before leaping in to make sure there are no hidden rocks or other hazards. Lakes or rivers can be cloudy and hazards may be hard to see.

Be SunSmart

Being SunSmart is a simple and effective way to reduce the risk of developing skin cancer.

The Australian Cancer Council advises:

- Slip on some sun-protective clothing that covers as much skin as possible.
- Slop on broad spectrum, water resistant SPF30 (or higher) sunscreen. Put it on 20 minutes before you go outdoors and every two hours afterwards. Sunscreen should never be used to extend the time you spend in the sun.
- Slap on a hat - broad brim or legionnaire-style to protect your face, head, neck and ears.
- Seek shade.
- Slide on some sunglasses - make sure they meet Australian Standards.

Read more on being SunSmart at <https://www.cancer.org.au/preventing-cancer/sun-protection/preventing-skin-cancer/>.

3.2

Pacific Secondary School Scholarships Program – privacy policy

DFAT and its Managing Contractors are bound by the Australian *Privacy Act 1988* (Cth) (Privacy Act), including the Australian Privacy Principles, which governs the handling of personal information. Further information about the Privacy Act is available at <https://www.oaic.gov.au/privacy/the-privacy-act>.

Personal information and sensitive information is defined in Section 6 of the Privacy Act. Examples of **personal information** includes a person's name, signature, date of birth, contact details (phone, home address and email address) marital status, academic history or an opinion/reference about the scholarship applicant. Examples of **sensitive information** includes information about an individual's race or ethnic origins and health information.

Collection of personal information

DFAT and its Managing Contractor for the scholarship program will generally collect personal information from the scholarship applicant or their parent/legal guardian. In some circumstances, personal information may be collected from another party (e.g. a scholarship applicant's school).

Purpose for collection

DFAT and its managing contractor for the program collects a scholarship applicant's personal information and their parent/legal guardian's personal information to manage, administer, promote and evaluate the program, including to:

- (a) assess applications and an individual's suitability to participate
- (b) administer the program, including to monitor its performance, ensure scholarship applicants selected for the program receive appropriate support, manage any critical or welfare incidents, and follow up with scholarship applicants about their experiences
- (c) promote the program, including by using a scholarship applicant's personal information (for example, their full name, photo, academic background, study program and academic achievements) in public diplomacy materials (electronic and on paper) to showcase the program in Australia and overseas.

Disclosure of personal information, including to overseas recipients

DFAT and its Managing Contractor for the scholarship program may disclose the personal information of a scholarship applicant and their parent/legal guardian to other entities, including within Australian Government (Commonwealth, state and territory) and with non-government entities (e.g. Australian schools, health professionals and insurance providers).

If a scholarship applicant is selected for the program, DFAT and its Managing Contractor for the program may also disclose my personal information to overseas recipients, including:

- (a) a scholarship recipient's home government for public diplomacy purposes
- (b) a family member (located overseas) that the scholarship applicant or their parent/legal guardian have nominated in the event of a critical or welfare incident.

Overseas recipients are not accountable under the Privacy Act and individuals will not be able to seek redress under the Privacy Act, if the overseas recipient handles the personal information of a scholarship applicant or their parent/legal guardian in breach of the Privacy Act.

What happens if individuals don't consent to DFAT's collection, use and disclosure of their personal information?

If DFAT and its Managing Contractor for the program does not collect a scholarship applicant's personal information or their parent/legal guardian's personal information, DFAT and its Managing Contractor may not be able to consider and assess a scholarship applicant's suitability to participate in the program.

Further information about how DFAT handles personal information

For more information about how DFAT handles personal information, including how an individual can access or correct their personal information and how to make a complaint about an alleged breach of privacy, please refer to DFAT's privacy policy available at <https://dfat.gov.au/about-us/corporate/privacy/Pages/privacy.aspx>



3.3

Managing money on the scholarship program

It is a requirement of the scholarship program that students live with a host family, who will oversight the day-to-day care of the student. At the same time, students are likely to live more independently than they have done previously.

One new responsibility that scholarship students will have is managing monies paid under their scholarship award.

The scholarship award includes a scholarship stipend, which will be a weekly amount paid on a fortnightly basis (every two weeks).

This forms part of the scholarship program's welfare arrangements and contributes to the student's necessary costs of living in Australia for a young person living away from home. This stipend is intended to cover:

- personal costs such as haircuts and personal hygiene
- costs of a mobile phone plan (as students need to remain contactable)
- a modest amount for social mobility in Australia
- incidentals for the student's sports and community participation such as the cost of additional public transport or sports tape for minor injuries.

A separate bursary will be provided to help students with minor unexpected out-of-pocket medical expenses and where students incur public transport costs necessary for travel to and from school that is not otherwise paid under the scholarship program.

As part of the homestay arrangements, students will be provided three meals a day and are not expected to have to pay for meals, although they will have the opportunity to do so from time to time. When eating outside of home, students will need to consider not only the financial expense, but also their health and ensuring a balanced diet.

Students are not expected to spend all of their money every fortnight but should budget for the ups and downs of minor personal expenditure throughout the program.

As part of the Code of Conduct, students will need to use scholarship entitlements and scholarship provided equipment efficiently, carefully, professionally, ethically, lawfully and for their proper purpose.

Students must not remit home any scholarship monies. Financial support under the scholarship program is solely for the purposes of meeting costs of living and student welfare in Australia.

The education provider in Australia will arrange for the student to open a bank in Australia. This will typically include online access and debit card.

Students will be allowed to undertake a part-time job during their period of scholarship study, if they choose and the opportunity is available in their local area. Students are not required to work and are recommended against seeking a part-time job in the first six months of the scholarship, as this period is intended as transition to life and study in Australia.

If students are interested in seeking a job, they should discuss this with their homestay family. Any work must comply with the Australian law, visa conditions and school rules. Having a part-time job can be an important opportunity to learn life skills and help prepare the student for future life.

Students will need a tax file number. Information about this can be found on the Australia Taxation Office website: <https://www.ato.gov.au/Individuals/Tax-file-number/Apply-for-a-TFN/>

Budgeting and money management is a necessary part of the student taking responsibility for their own participation in the scholarship program. It is also an opportunity to develop or improve financial literacy, which is important for all young people. This will also help build good life skills beyond the scholarship program.

3.4

Responsible use of scholarship program IT

As part of the scholarship award, students will be provided with a laptop and a mobile phone for the purposes of studying at school in Australia and also broader elements of the scholarship program. The broader elements include ensuring that students remain contactable by their school or homestay providers at all times in Australia, and to assist students contact their parents or carers and family at home.

Students are expected to use these devices responsibly, ethically and lawfully, and in a manner that contributes to a healthy social environment. This is consistent with the scholarship awardee's standing as a student ambassador and to maintain the reputation of the scholarship program.

The student's online activities should not detract from the student's pursuit of scholarship program objectives for education, youth leadership and community connection.

The Australian eSafety agency website contains useful information about spending too much time on line:

<https://www.esafety.gov.au/young-people/spending-too-much-time-online>

The scholarship laptop and mobile phone must not be used for illegal purposes, including unauthorized access to the internet or any other computer system.

The scholarship laptop and mobile phone must not be used for inappropriate behaviour, including harassing or bullying another person.

The scholarship laptop and mobile phone must not be used for commercial purposes.

The scholarship laptop and mobile phone must not be used for plagiarism at school. Plagiarism is the copying of someone else's ideas or written work and presenting it as their own.

The scholarship laptop and mobile phone must be used in a way that respects others and the scholarship student.

The laptop and mobile phone will generally be issued only once to each student. This will be at the beginning of the program after arrival in Australia. Students will be responsible for the maintenance and security of this equipment.

Students will typically use a prepaid plan for their mobile phone. As a minimum, this plan should include unlimited talk and text within Australia. Students will need to pay for their pre-paid plan out of the scholarship stipend.

Students should be aware that telephone calls home may be very expensive. This can be \$2.50 per minute or more.

If a student has a genuine compelling or compassionate welfare reason to telephone home, they should discuss this with their homestay or school.

Students will also need to abide by the rules of their respective education provider, school and homestay family regarding rules on the use of IT and mobile phones.



3.5

Pacific Secondary School Scholarships Program: student Code of Conduct

Introduction

The Australian Government's Pacific Secondary School Scholarships Program provides the opportunity for more students from participating Pacific island countries to attend high school in Australia.

This is a program for high quality education, youth leadership and community connections (both with Australia and with scholarship students from other Pacific island countries).

This is a prestigious Australian Government award for Pacific youth leaders wanting to undertake international education in Australia and contribute to the social and economic development of their country in the future.

Students are selected for participation in the program on merit through a competitive selection process. Pacific Secondary School Scholarship students are student ambassadors for their country.

The purpose of this Code of Conduct is to provide scholarship students with guidance, and to record their acknowledgement of, and agreement to, the standards of behaviour expected for participation in the scholarship program.

Code of Conduct

As a scholarship recipient, I acknowledge and agree that:

- I am required to comply with:
 - this Code of Conduct
 - the Scholarship Agreement
 - the Scholarship Handbook
 - the rules of the Australian education provider of the state where I am enrolled in school
 - the rules of the school
- I am required to attend school in Australia on a full-time basis
- I am required to live with a homestay family in Australia as arranged by my Australian education provider, even after I turn 18, until the end of my participation in the program unless the school provides its prior written approval for me to live elsewhere
- I am required to treat my homestay family with courtesy and respect, comply with my homestay family's decisions about my actions and welfare, including outings and curfews, and keep my homestay family informed of my whereabouts
- I am required to abide by Australian laws at all times
- I am required to leave Australia at the end of my scholarship award for a period of two years (unless otherwise agreed by DFAT)
- DFAT or its Managing Contractor may request access to my health information and may discuss this with my education provider and homestay family or parents/carers where necessary for my health and welfare
- financial support under the scholarship program is solely for the purposes of meeting my costs of living and welfare in Australia
- if I miss more classes or school days than the school's rules permit, the school may organise a meeting with me (and the Managing Contractor or DFAT) to discuss my attendance and my participation in the scholarship
- if I fail to comply with the school's rules or academic requirements, the school may suspend my attendance at the school, expel me from the school, or recommend that DFAT terminate my scholarship
- DFAT or the Managing Contractor may discuss any concerns about, and share any documentation relating to, my health with my parents/guardians.

As a participant in this program, I will:

- cooperate with DFAT, the Managing Contractor and the school and meet all their reasonable requirements from time-to-time to facilitate the commencement and successful completion of the scholarship
- maintain compliance with all requirements of my visa
- contribute positively to the scholarship program by pursuing its objectives through participation to the best of my abilities in education, youth leadership and community connections
- set a high standard of behaviour consistent with my role as a student ambassador and to maintain the reputation of the scholarship program
- not act in a way that may bring into disrepute, or lead to negative media attention to, the scholarship program, the school I attend, my host family, or the Australian Government
- exercise caution and good judgment in my use of social media
- not do anything that endangers my safety or the safety of other people
- treat my teachers and fellow students with respect
- respect the school environment and property
- cooperate with the school's teachers, counsellors and other staff of the school, including the school administrator
- submit all assessment items and sit all examinations forming part of my course of studies
- actively participate in all aspects of the scholarship program, including English language or other training, academic and career counselling, and extra-curricular and community activities which are available to me
- be punctual and attend every class at school, unless I am unwell and have obtained the agreement of the school to my absence
- abstain from illegal drugs, including alcohol if I am under 18 years of age, and not misuse prescription medication
- obtain the clear and express permission of my homestay family and my parents/guardians before I:
 - undertake any overnight travel away from my homestay family residence without my homestay family
 - engage in any activity where the sports, leisure or recreation provider requests parental consent
 - engage in any high-risk activities (e.g. extreme sports, water activities or recreational activities with dangerous elements).
- not, without the clear and express permission of my parents/carers and the homestay family, be a passenger in a vehicle that is driven by:
 - an unlicensed driver
 - a driver with a learner (L plate) driver's licence
 - a driver with a provisional (P plate) driver's licence.
- only undertake driving lessons with the permission of my parents/guardians and my homestay family and with a professional driving instructor. I understand that I may only drive a vehicle if:
 - I obtain a learner (L plate) driver's licence in the State of my homestay family
 - the vehicle is registered in my name or the name of my homestay family
 - the vehicle is subject to full comprehensive insurance with coverage for an at-fault driver.
- seek assistance from a trusted adult at the earliest possible opportunity if I have concerns or questions about my safety or well-being, or need information about how to access health services in Australia. A trusted adult could include a teacher or international student coordinator at school, or a homestay provider
- immediately report to a trusted adult any urgent or serious health or welfare concerns
- inform myself about the student support services provided by my school for international students and make use of these services whenever needed
- show pride in my standing as a student ambassador, including by educating others about my home country and culture when I feel confident to do so



- maintain regular contact with my family at home during my period of study in Australia
- proactively engage in career planning to identify my own preferred post-Year 12 pathway to pursue following completion of the scholarship program
- make contact with DFAT's scholarship program office in my home country during reunion visits
- remain contactable by my host family and school at all times during my time in Australia
- use scholarship entitlements and scholarship provided equipment efficiently, carefully, ethically, lawfully and for their proper purpose
- not remit home any scholarship monies
- follow the directions of DFAT's Managing Contractor for this program during scholarship activities outside of Australia, especially during travel to and from Australia
- provide all medical records requested by the Managing Contractor, the school and DFAT.
- actively participate in opportunities to provide feedback to the DFAT about my participation in the scholarship program.

I have read and understood this Code of Conduct.

DFAT will treat breaches of this Code of Conduct seriously and follow procedural policies to address allegations fairly. A mediation process may be held in conjunction with my education provider and host family in Australia, and/or my parents/carers at home for the purpose of a suitable resolution. This could include termination of my scholarship, if deemed necessary by DFAT.

I understand that when I turn 18 years old, my parents/carer will no longer be my legal guardians and I may be required to sign a Scholarship Contract in my own right, or a new Code of Conduct, and if I do not do so within 14 days of turning 18 years old, DFAT may terminate this scholarship.

Pacific Secondary School Scholarship Recipient

.....
 [Signature]

.....
 [Name]

.....
 [Date]

Glossary of terms, definitions and abbreviations

Term	Description/Definition
A&E	Accident and emergency.
ACWY	Meningococcal disease caused by serogroups A, C, W, and Y.
Applicant	A person who has applied for, but has not yet received, a DFAT funded scholarship.
ATAR	The Australian Tertiary Admission Rank (ATAR) is the primary criterion for entry into most undergraduate-entry university programs in Australia. The ATAR is a number between 0.00 and 99.95 that indicates a student's academic position relative to all the students in their age group.
ATOD	Alcohol, tobacco and other drugs.
Bursary	The provision of a financial grant to an awardee to support their scholarship completion.
CAAW	Confirmation of appropriate accommodation and welfare.
Child or children	In accordance with the United Nations Convention on the Rights of the Child, 'child' means every human being under the age of 18 unless under the law applicable to the child, majority is attained earlier. DFAT considers a child to be a person under the age of 18 years.
Child safe	The broad obligation to ensure that the design and delivery of DFAT programs and organisational operations protect children from any form of harm and do not expose children to adverse impacts, including the risk of abuse and exploitation, and that any concerns about children's safety are appropriately reported.
Cohort	A group of people who form part of the scholarship program.
CRICOS	Commonwealth register of institutions and courses for overseas students
DFAT	Department of Foreign Affairs and Trade.
DHA	Department of Home Affairs.
dTpa	diphtheria-tetanus-pertussis (vaccination).
Education provider	A NSW or QLD high school education institution that provides high school education.
GP	General (medical) practitioner.
International English Language Testing System (IELTS)	An international standardised test of English language proficiency.
Managing contractor	A person or organisation that is contracted by a DFAT program area to manage the implementation of scholarships.

MBS	Medical benefits scheme.
MOC	Medical officer of the Commonwealth.
NSW	New South Wales is a southeastern Australian state.
Offshore	Is away from your country of residence (also referred to as home country). To study offshore means study completed in a different country.
OSHC	Overseas student health cover (also referred to as health insurance).
PBS	Pharmaceutical Benefits Scheme.
Pre-course English	An intensive English program provided to awardees who need additional English language skills before starting their studies.
Provisional scholarship award	A provisional offer of a scholarship award means the initial award status is granted but the applicant must take action to enroll in the identified school and apply for a visa to study in Australia.
QLD	Queensland is an Australian state covering the continent's northeast.
QPS	Queensland Police Service.
Scholarship	A long-term award (e.g. Pacific Secondary School Scholarship) funded by DFAT.
School	An Australian accredited institution for educating children.
SCT	Significant cost threshold.
SPF30	Sun protection factor (30).
Student	A person enrolled in a school who attends classes in a course to attain the appropriate level of education.
Stipend	A fortnightly payment to awardees during the scholarship, at a rate determined by DFAT (sometimes referred to as a contribution to living expenses).
TB	Tuberculosis.
University	A high-level educational institution where students study for degrees and academic research is done.
Vocational education and training (VET)	A qualification level designed to skill workers for particular industries.





This art work is inspired by traditional Pacific coconut palm weaving styles. The woven fish represents both land and sea – the land where the palm tree grows, and the ocean, where “schools” of fish swim in abundance.



**Pacific Secondary School
Scholarships Program**



Australian Government

