Sacred Heart College
AUCKLAND

Guidelines for Caregivers of an International Boarding Student

A caregiver plays a vital role in helping Sacred Heart College International boarding students feel secure and valued while they are living far from their families.

These guidelines outline the key requirements for providing a safe and supportive environment, along with the responsibilities and support available to ensure a positive and successful experience for both Caregivers and the student.

Caregiver Requirements

- Be a New Zealand citizen, permanent resident or have a work or guardianship visa to live in New Zealand, and reside in the Auckland region.
- Be aged 25 years or older and consent to a police vetting process. All individuals aged 18 years or older residing at the same address must also undergo police vetting.
- Understand that approval to act in this role is contingent on the successful completion of all required safety and suitability checks in full compliance with the *Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021* (the Code) and the Sacred Heart College Guidelines.
- Consent to a home visit completed by a Sacred Heart College Representative.

Caregiver Responsibilities

- Be in contact with the student before their arrival in New Zealand.
- Assist the student in setting up essentials on arrival, including a New Zealand bank account, mobile phone, AT card, school uniform and initial shopping needs.
- Maintain regular contact with the student to monitor their wellbeing and engagement in Hostel life.
- Act as the primary point of contact between the student, their family, and the College.
- Liaise with Hostel staff, on all matters concerning the student and support them in setting and enforcing guidelines for behaviour and curfews.
- Provide temporary/emergency accommodation in situations where they are unable to remain in the hostel such as serious injury, illness, and disciplinary actioned by the School and/or Hostel.
- Encourage the student to understand and comply with both New Zealand laws and Sacred Heart College rules at all times.

More detailed information will be provided and discussed during the completion of the Caregiver agreement.

If you have any questions or would like to discuss these guidelines please contact:

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