

International Student Services at Blackwood High School

Attendance at school

If you arrive to school late, you must go to the Student Wellbeing Centre and **sign in**. Enter your student ID number (found on your BHS Student ID card) into the computer and then select the appropriate code for the reason for your late arrival. Show your note to the Student Wellbeing Centre staff and then report to the teacher of your current class.

If you don't have a note in your diary for your late arrival, you must select "U" for unexplained. You must then bring a note from your homestay the following day to show your Care Group teacher, explaining your lateness. Alternatively, your homestay parent may email or telephone the school. If you are absent for three or more days, you will be expected to provide a medical certificate.

You cannot leave the school grounds without signing out in the Student Wellbeing Centre. If you feel unwell during the school day, speak to your class teacher and go to the Student Wellbeing Centre. They will assess your condition and you can either rest in the sick room until you feel better or they will phone your homestay parent to come and get you from school.

If you have an appointment during the day and must leave the school, report to the Student Wellbeing Centre, show them the note and **sign out** using the computer.

Support with your learning

If you do not understand teacher directions or part of the lesson **speak to the teacher** after the lesson and explain your difficulties. If you need support with your work there are several options.

Senior Students: You may also ask your **Supervised Study teacher** to help you while you are in the study centre.

The **Resource Centre staff** will help you access information for assignments and help you understand the task at hand.

For support with your school work – assignments, projects, essays etc see the **Academic Support Officer, Ms Celine HUANG**. Celine's office is next to Room 6 or you can email her: celine.huang@bhs.sa.edu.au

Homework club operates after school in MB Room 6. All International Students are welcome to attend and get help.

Monday 2.30 – 5.00 pm Tuesday – Thursday 3.20 – 5.00 pm

Care and Support

There are a number of people able to assist you if you are unhappy or have a problem at home or school. For example, you may be unhappy about your school time-table, subjects, behavior of a student or staff member or aspects of your homestay accommodation.

People who can help you include:

- your home group teacher
- the ISP Leader, Ms Karyn Jones
- the Student Wellbeing Leaders Mr Michael Winter or Ms Argie Buesnel – go to the Student Wellbeing Centre to make an appointment
- your homestay parent
- your year level Leader
- the Principal – Ms Sharon Goldman
- the Deputy Principal – Mr Jason Loke

It is important to talk about your concerns as soon as possible and before they get more complex and harder to solve. If you are unable to talk to your homestay parent or anyone at school about a problem, please contact IES on 8226 3402 to make an appointment.

Fee Paying International Student Program Enrolment Policy

At Blackwood High School we aim to provide International Students with a study program which meets their individual needs, as well as providing the support necessary for students to succeed.

The fees paid to International Education Services (IES) cover a number of administration costs as well as enrolment at this school - normal school fees and tuition fees for a standard study program. In some cases your home stay fees are also included as well as overseas student health cover (OSHC).

Accordingly Blackwood High School agrees to provide International Students with:

- Access to a wide curriculum including the SACE subject English as an Additional Language or Dialect at Year 8, 9, 10, 11 and 12
- A standard stationery pack for each school year of enrolment
- A personalised induction and orientation program, including course and career counselling
- A student identification card
- Access to the school internet and email services
- Ten dollars (AUD \$10.00) allocated for printing purposes via the student curriculum network upon enrolment (extra print credits for course related printing will be allocated as required)
- A weekly pastoral care lesson which assists in your support, social integration, and course and career counselling.
- Orientation Program
- English language support for students who have identified English language difficulties
- Unscheduled lesson support with a teacher or bilingual School Support Officer (SSO)
- Sports fees – Knockout and Zone sports (including sports uniform cost)
- Subject course fees as stipulated in course handbook
- Language course fees for the School of Languages for SACE students
- Assessment and reporting documentation
- Regular review of your academic and social progress
- Laptop available for loan from the Resource Centre for the duration of the student's program
In the event of loss or damage it will be the student's responsibility to pay any repair costs.
The laptop must be returned at the completion of the student's program in the same condition it was initially borrowed.
- All International Students will be asked to sign a Computer Access Agreement (in the front of the Student Diary) which outlines their responsibilities when using the school network
- Mathematics calculator for all International Students will be available for loan from the Resource Centre
- Textbooks for all International Students will be available for loan from the Resource Centre
- Information and support to change visa status
- A locker with combination lock for safe keeping of school bag and personal belongings
- Home stay family support
- Referral to external support services if required, at no charge

Fees paid do not include:

- School Uniform
- Individual music tuition fees and hire of instrument
- Camps or excursions that are not part of a course of study as described in the Curriculum Prospectus
- School formal tickets
- School photos/ Year Book
- Vocational Education and Training (VET) course fees
- SACE enrolment and processing fees
SACE is South Australian Certificate of Education. The SACE Board invoices students who enrol in SACE courses for payment to cover the administration of SACE results and the certificate – Year 11 -approximately \$250 and Year 12 – approximately \$530 per year)

*N.B. International Students will be charged for any resources or equipment borrowed from the school and not returned in good condition e.g. text books, calculators, musical instruments, laptops and sports uniforms etc.

International Students who believe that their study program is not meeting their needs or who find themselves in any financial difficulty are invited to discuss the matter(s) with the Principal and / or the Leader, International Student Programs.