



## International Student Programme

### 2018 Guardianship Agreement

St Augustine's College assumes responsibility of each student's welfare whilst they are enrolled at the College, or until they reach 18yrs of age. The International Student Office is responsible for appointing a suitable guardian for each student U/18yrs.

This Guardianship Agreement is between the appointed guardian, as listed below, and St Augustine's College.

| Guardian Details  |                |
|---|----------------|
| Family Name:  | First Name:    |
| Mobile No.:   | Email:         |
| Relationship to student: Aunt / Uncle / Cousin / Other<br>If Other, please state: _____ |                |
| Residential Address:  |                |
| Student Details   |                |
| Family Name:  | First Name:    |
| English Name:   | Date of birth: |
| Mobile:   | Year Level:    |
| Email:  |                |
| Father Name:  | Mother Name:   |
| Mobile:   | Mobile:        |
| Email:  | Email:         |
| Homestay Family Name:   |                |
| Homestay Address:   |                |

(Updated January 2018)



# ST AUGUSTINE'S COLLEGE - SYDNEY

A Catholic Congregational school for boys in Years 5 to 12, teaching the Augustinian values of

'Truth, Love & Community'

## Guardian's Obligations

Each guardian is required to fulfil the following duties as part of their responsibility to both the College and the student;

1. Provide contact details to the student and the College;
2. Notify both the College and the student if contact details change;
3. Communicate with and/or see the student on a regular basis, i.e. at least once every 2 weeks;
4. Communicate with the student's homestay family on a regular basis;
5. Make appropriate visits to the homestay to check living conditions;
6. Attend parent/teacher interviews with the student (usually occurs twice per year);
7. Provide feedback to the parents summarising how the student is progressing at school as well as socially;
8. Assist the student with settling in to Sydney and/or school, i.e. help with banking needs, health care, transportation, knowledge of local area, general safety awareness, expectations and etiquette (school, homestay and society);
9. Support the student with any personal matters;
10. Communicate with the Student/House Formation Leader on any matters of concern;
11. Attend guardian social gatherings (usually once per term)
12. Notify the International Student Office and Student/House Formation Leader of any events where I am unable to be available for a period of time (i.e. holidays).
13. Notify the International Student Office as soon as possible if I am no longer able to fulfil my responsibilities as a guardian, for whatever reason. I understand that I am required to remain guardian until a suitable alternative can be appointed.

## College Obligations

St Augustine's College will provide the following support to the appointed guardian and student;

1. Interview all prospective guardians and assess their suitability for the role
2. If the appointed guardian is not a family member, the International Student Office will arrange a meeting to introduce the guardian and student;
3. Inform the guardian of any change of contact details for the student, parents or homestay family;
4. The Student/House Formation Leader and International Student Office will provide information regarding the student's attendance and academic performance to the parents;
5. Provide communication avenues between the guardian and the student's parents;
6. Provide contact information to both the guardian and homestay;
7. Provide a 24/7 contact number to the student, guardian and homestay.

## Student Obligations

The Student will:

1. Provide current contact details to the College and guardian at all times;
2. Maintain regular contact with their guardian;
3. Attend all parent/teacher interviews, even if their guardian is unavailable;
4. Notify guardian if unable to attend school, and give reason.

(Updated January 2018)



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The appointed guardian is to accept responsibility for the student, until they either turn 18yrs or cease studies at the College.

St Augustine's College reserves the right to terminate this agreement at any time if any party does not fulfil their responsibilities.

|   |       |
|---|-------|
| <b>Guardian</b> (please tick)   |       |
| <input type="radio"/> I have read and understood the above listed obligations         |       |
| <input type="radio"/> I accept my responsibility as guardian                          |       |
| Name:   |       |
| Signature:  | Date: |
| <b>Student</b> (please tick)  |       |
| <input type="radio"/> I understand my obligations to both my guardian and the College |       |
| Name:   |       |
| Signature:  | Date: |
| <b>College</b>  |       |
| Name: Vivian Cao  |       |
| Position Held: Executive Officer of International Program                             |       |
| Signature:  | Date: |

(Updated January 2018)

