

Avalon College

BOARDING HOUSE ACCEPTANCE AND WELFARE POLICY

1. Purpose

This policy outlines the criteria and responsibilities for the acceptance and ongoing care of students residing in the Avalon College Boarding House. It establishes the systems and standards in place to ensure the wellbeing, supervision and safety of all boarders and is aligned with the requirements of the Victorian Registration and Qualifications Authority (VRQA) and Avalon College's commitment to Child Safety Standards.

Avalon Boarding Pty Ltd is the exclusive provider of residential accommodation for Avalon College students. All enrolled students are international learners of English as an Additional Language (EAL) and the boarding program is specifically designed to support their unique linguistic, cultural and welfare needs.

2. Scope

This policy applies to:

- All current and prospective Avalon College boarding students
 - Parents and guardians of boarding students
 - Avalon Boarding staff, academic staff and support personnel
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3. Boarding Acceptance Criteria

To be considered for residence in the Avalon College Boarding House, a student must meet the following criteria:

- Be enrolled full-time at Avalon College
- Be between 10 and 17 years of age
- Be an international student requiring accommodation in Australia
- Have health and medical conditions suitable for communal living
- Have parent/guardian agreement to all boarding policies, including the Student Code of Conduct and Child Safety standards
- Complete all required interviews and orientation sessions with their family

Admission decisions are made collaboratively by the Managing Director, Child Safety Officer and Boarding Supervisors.

4. Student Welfare & Supervision

Avalon Boarding provides comprehensive 24/7 supervision and welfare support through:

- An on-site Managing Director and dedicated Boarding House Supervisors
- Daily attendance tracking via the Orah boarding management platform
- Night-time supervision by Boarding House Staff
- A clearly defined curfew system appropriate to age and maturity
- Implementation of the Emergency Procedures Manual for all critical incidents
- Child Safety Officer responsible for incident reporting, handling and responding to disclosures
- Access to external qualified counselling professionals

All students and staff are introduced to these systems during orientation and receive ongoing support.

5. Behaviour, Safety & Belonging

Boarding students are expected to uphold the standards outlined in the following policies:

- Student Code of Conduct (**AC-WEL-001**)
- Anti-Bullying & Harassment Policy (**AC-WEL-002**)
- ICT & Device Policy (**AC-WEL-003**)
- Family Engagement & Consultation Policy (**AC-WEL-004**)
- Cultural Safety & Inclusion Policy (**AC-WEL-005**)

The boarding environment fosters:

- Respectful and inclusive peer relationships
- Cultural safety for students of all backgrounds
- Zero tolerance for bullying and harassment
- Student voice through regular discussions, feedback sessions and a buddy system
- Education on child rights and protective behaviours

6. Medical Care & Health Monitoring

Boarding House staff are responsible for:

- Maintaining a Student Medication Log (**AC-HS-004**) and reporting to the Education Manager
- Following First Aid & Medical Emergency Procedures (**AC-HS-002**)
- Documenting and escalating all injuries, medication use or signs of illness
- Monitoring hygiene, sleep patterns, nutrition and emotional wellbeing on a daily basis

7. Communication with Families

The College maintains proactive and transparent communication with parents and guardians through:

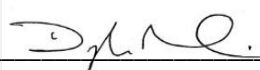
- Daily updates and incident notifications via the Orah platform
- Direct contact by email or phone for urgent matters
- Scheduled video calls and progress check-ins
- Translated versions of critical documents, including the Student Code of Conduct

8. Ongoing Compliance & Review

This policy is subject to annual review and updates following any major incidents or regulatory changes. The Managing Director and Child Safety Officer are responsible for overseeing all revisions to ensure ongoing compliance with VRQA standards and best practices in child safety and international student welfare.

Approved by: Avalon College Managing Director

Signature: _____



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Approved By: Avalon College Managing Director