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Welcome

It is with great pleasure that I welcome you to Beaconhills College. Starting study at a new school is an exciting adventure. It shows a very impressive commitment that you chose to travel across the globe in order to do so. International students like yourself will bring individual stories and experiences that we will celebrate, just as we encourage all students to use their own unique talents and skills to help them succeed, as well as contribute to our community. We have high expectations for all of our students and we encourage them to work hard and commit themselves to do the best they can in all that they do. I feel confident that, with your commitment and with the help of our highly-experienced and dedicated staff, you too will be able to succeed in your studies at Beaconhills College.

Welcome to the Global Beacons international program. Beaconhills College has welcomed international students from all over the world and we are excited to support you through your time here. From academic support, orientation and transition, homestay and welfare, the experienced and dedicated team in the Global Beacons Centre is here to provide you with all the support you need to succeed in your time at Beaconhills and in Australia.

In the meantime, please feel free to contact me (michael.johnson@beaconhills.vic.edu.au or telephone +613 59453126) at any time. We look forward to welcoming you on campus soon.

Headmaster, Tony Sheumack

Head of International Education, Michael Johnson
Part one: Key personnel
College and campus staff, Global Beacons international program, academic and pastoral support and English as an Additional Language staff

College and campus staff

Headmaster
Tony Sheumack

Campus Principal
Suzanne McC Chesney

Head of Admissions
Joanne McKenzie

Global Beacons international program

Head of International Education
Michael Johnson
(International student 24 hour emergency contact)
Tel: +615 5945 5126 Mob: +61 429 806 658
michael.johnson@beaconshills.vic.edu.au

Mr Johnson will support you as you settle in and join the program and section. He will also help you with any academic and pastoral concerns you may have. He also speaks Mandarin and English.

International Programs - Student Services
Susan Wood
(International student 24 hour emergency contact)
Tel: +615 5945 3084 Mob: +61 409 866 824
susan.wood@beaconshills.vic.edu.au

Mrs Wood will support you as we welcome you to Australia, including homestay and guardianship arrangements, transport and health.
Academic and pastoral support

Each student will be assigned to a tutor class with a tutor teacher. You will see this teacher every morning and they will be able to help with most questions regarding your daily routines, where to go for particular classes or what is happening and when. You will be introduced to your tutor teacher when you arrive on campus.

Also, each section of the school has a head teacher who will be responsible, in conjunction with the Head of International Education, for your academic and pastoral support. They will help guide you through the process of choosing subjects.

Head of Senior School (Years 10-12)
Sam Watson
sam.watson@beaconhills.vic.edu.au

Head of Year 9
Graham Broderick
graham.broderick@beaconhills.vic.edu.au

Head of Middle School (Years 5-8)
Frank Pagliuca
frank.pagliuca@beaconhills.vic.edu.au

There are also a range of counseling services available to support you during your time at Beaconhills. These services are available for all students. Our careers counselor will ensure that you choose the right subjects for what you want to do and help you get into the university course you want. The student counsellor is available for confidential discussions on a range of personal and emotional issues. The counselors are:

Careers Counsellor
Jeffrey Porter
jeffrey.porter@beaconhills.vic.edu.au

Wellbeing Leader
Yvonne Ashmore
yvonne.ashmore@beaconhills.vic.edu.au

School Counsellor
Pooja Gupta
pooja.gupta@beaconhills.vic.edu.au

English as an Additional Language staff

As well as your Head of Section, Head of House and tutor, your EAL teacher is someone you can go to for help with any study or personal issues.

Werner Rozario
werner.rozario@beaconhills.vic.edu.au

Neelam Narayan
neelam.narayan@beaconhills.vic.edu.au
Life in Australia

The country

Australia is a natural wonderland of beautiful beaches, crystal blue waters, amazing ancient rock formations and pristine rainforests.

Australia is the sixth largest country in the world and has the lowest population density per square kilometre. Australia’s population is roughly 24 million people, with Victoria being 5.7 million.

Much of Australia’s exotic flora and fauna cannot be found anywhere else in the world.

States and territories

Australia is made up of six states (Victoria, New South Wales (NSW), Queensland, South Australia, Western Australia and Tasmania) and two territories (Australian Capital Territory – Canberra – and the Northern Territory).

Culture and customs

The culture and customs consist of a rich tapestry of nationalities, including traditions, legends, myths and folklore. The indigenous ‘Dreamtime’ forms the base of tens of thousands of years of spiritual aboriginal art and culture.
Living in Melbourne

Melbourne is Australia’s second largest capital city and home to some of Australia’s best cafes and restaurants. It is also known for its culture, trams and sport. Melbourne is located on Port Phillip Bay in Australia’s south-east and has a diverse climate with an average maximum winter temperature of 14°C and a summer average of 25°C. The Melbourne people enjoy beach activities in the summer and a wide range of outdoor activities in the winter.

The Beaconsfield College - Pakenham Campus is situated 60 km’s from the city of Melbourne and 85 km’s from Melbourne Airport. Opened in 1982, the Pakenham Campus is nestled in the picturesque Toomuc Valley on 18 hectares of spacious grounds. Pakenham is also home to a range of shopping options, sporting facilities, cafes and restaurants. With a train line and bus routes servicing Pakenham, the surrounding areas and the city are easily accessible too.

Climate and weather

Melbourne is known for its fickle weather - the city has been described as having four seasons in one day - but it can still be enjoyed all year round. With a temperate climate, Melbourne enjoys warm-hot summers, balmy and mild spring and autumn seasons and cool winters.

Average temperature and rainfall

<table>
<thead>
<tr>
<th></th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avg max (°C)</td>
<td>25.9</td>
<td>25.8</td>
<td>23.9</td>
<td>20.3</td>
<td>16.7</td>
<td>14.1</td>
<td>13.5</td>
<td>15.0</td>
<td>17.3</td>
<td>19.7</td>
<td>22.0</td>
<td>24.2</td>
</tr>
<tr>
<td>Avg min (°C)</td>
<td>14.3</td>
<td>14.6</td>
<td>13.3</td>
<td>10.8</td>
<td>8.7</td>
<td>6.9</td>
<td>6.0</td>
<td>6.7</td>
<td>8.0</td>
<td>9.6</td>
<td>11.2</td>
<td>13.0</td>
</tr>
<tr>
<td>Avg rain (mm)</td>
<td>47.3</td>
<td>48.1</td>
<td>50.3</td>
<td>57.5</td>
<td>56.0</td>
<td>49.7</td>
<td>47.6</td>
<td>50.2</td>
<td>58.2</td>
<td>66.3</td>
<td>60.5</td>
<td>59.2</td>
</tr>
</tbody>
</table>

Electricity and power plugs

The standard voltage for electrical items in Australia is 240V. Electric plugs have three flat pins, one of which is an earth pin. You may need to buy an adaptor or have the plugs changed when you arrive.

Note: In the picture, the red dot indicates that the switch is on and power is flowing through that socket.
Food and eating out

With a rich tapestry of cultures due to migration, almost every cuisine in the world can be found in Australia. There are some foods, however, which are very Australian: BBQ, pies and vegetables. Meat – red meat like beef and lamb – is eaten often in Australian households, with lots of pork, chicken, fish and seafood part of our diet. Potatoes and bread are common staple food for Australian families, although pasta and rice are also eaten regularly.

Your homestay family will provide three meals a day – breakfast, lunch and dinner.

Breakfast
During the week, most Australians have a quick and easy breakfast of cereal and milk and/or toast. On weekends, these might be replaced by a more filling meal of bacon and eggs or pancakes. Fruit and yoghurt are also popular breakfast foods in many Australian homes.

Lunch
Most students will bring lunch to school with them from home in a lunch box. This meal usually consists of a sandwich, wrap or leftover food from yesterday’s dinner. Students often bring some fruit and a small snack like a muesli bar or biscuits and cheese. The canteen at school also prepares food which can be bought including sandwiches, stirfrys, noodles, roast lunches and sushi.

Dinner
Dinner is the most important meal of the day in an Australian family. It is the time where all members of the household come together to talk about their day and enjoy each other’s company over a meal. Traditional Australian dinners are usually made of meat, potatoes and vegetables, but a whole range of food is also eaten at this time including, fish and seafood, pizza, pasta, noodles, rice, curries, stir-fries and soup.

Getting around

Public transport
Melbourne has an extensive train and bus network allowing convenient travel all around the city. Melbourne is also home to an iconic tram service. To use buses, trains and trams, you must buy a Myki card. Cards can be bought and balances topped-up at major train stations, selected convenience stores, online and wherever you see a Myki sign. International students do not qualify for travel concessions.

Taxis and ride-sharing (Uber)
Taxis and ride-sharing services (such as Uber) are another transport option. Prices start from AUD$4.20 for taxis and AUD$2.00 for Uber. Distance and waiting time costs, weekend and evening rates will vary.

Public transport information – including information about Myki cards – can be found online at www.ptv.vic.gov.au or by downloading the PTV mobile app.
Traffic and travel times
Roads around the school may have traffic delays at the start and end of the school day. Major freeways and highways also are very busy during peak hours in the morning and afternoon. The following table will give you a guide on journey times.

<table>
<thead>
<tr>
<th>To</th>
<th>From</th>
<th>Walk (mins/kms)</th>
<th>Public transport* (Bus/Train) (mins)</th>
<th>Car (mins/kms)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beaconhills College Pakenham Campus</td>
<td>Pakenham train station</td>
<td>37 min / 2.8km</td>
<td>20 min</td>
<td>6 min / 3.3km</td>
</tr>
<tr>
<td></td>
<td>Pakenham</td>
<td>32 min / 2.3km</td>
<td>20 min</td>
<td>4 min / 2.8km</td>
</tr>
<tr>
<td></td>
<td>Officer</td>
<td>-</td>
<td>20 min</td>
<td>8 min / 6.1km</td>
</tr>
<tr>
<td></td>
<td>Beaconfield</td>
<td>-</td>
<td>37 min</td>
<td>12 min / 9.9km</td>
</tr>
<tr>
<td></td>
<td>Berwick Village</td>
<td>-</td>
<td>40 min</td>
<td>16 min / 14km</td>
</tr>
<tr>
<td></td>
<td>Berwick - Eden Rise</td>
<td>-</td>
<td>1 hr 10 min</td>
<td>18 min / 15km</td>
</tr>
<tr>
<td></td>
<td>Berwick - BHC Campus</td>
<td>-</td>
<td>47 min</td>
<td>14 min / 11km</td>
</tr>
<tr>
<td></td>
<td>Narre Warren</td>
<td>-</td>
<td>56 min</td>
<td>18 min / 18km</td>
</tr>
<tr>
<td>Fountain Gate Shopping Centre</td>
<td>Pakenham</td>
<td>-</td>
<td>41 min</td>
<td>18 min / 21km</td>
</tr>
<tr>
<td></td>
<td>Officer</td>
<td>-</td>
<td>34 min</td>
<td>13 min / 12km</td>
</tr>
<tr>
<td></td>
<td>Beaconfield</td>
<td>-</td>
<td>34 min</td>
<td>11 min / 7.8km</td>
</tr>
<tr>
<td></td>
<td>Berwick</td>
<td>-</td>
<td>22 min</td>
<td>7 min / 4.3km</td>
</tr>
<tr>
<td></td>
<td>Narre Warren</td>
<td>7 min / 550m</td>
<td>-</td>
<td>1 min / 350m</td>
</tr>
<tr>
<td>Clayton</td>
<td>Pakenham</td>
<td>-</td>
<td>1 hr 3 min</td>
<td>32 min / 41km</td>
</tr>
<tr>
<td></td>
<td>Officer</td>
<td>-</td>
<td>56 min</td>
<td>27 min / 32km</td>
</tr>
<tr>
<td></td>
<td>Beaconfield</td>
<td>-</td>
<td>51 min</td>
<td>25 min / 27km</td>
</tr>
<tr>
<td></td>
<td>Berwick</td>
<td>-</td>
<td>49 min</td>
<td>21 min / 24km</td>
</tr>
<tr>
<td></td>
<td>Narre Warren</td>
<td>-</td>
<td>47 min</td>
<td>20 min / 22km</td>
</tr>
<tr>
<td>Melbourne City</td>
<td>Pakenham</td>
<td>-</td>
<td>1 hr 18 min</td>
<td>1 hr / 62km</td>
</tr>
<tr>
<td></td>
<td>Officer</td>
<td>-</td>
<td>1 hr 11 min</td>
<td>58 min / 53km</td>
</tr>
<tr>
<td></td>
<td>Beaconfield</td>
<td>-</td>
<td>1 hr 6 min</td>
<td>57 min / 48km</td>
</tr>
<tr>
<td></td>
<td>Berwick</td>
<td>-</td>
<td>1 hr 4 min</td>
<td>54 min / 45km</td>
</tr>
<tr>
<td></td>
<td>Narre Warren</td>
<td>-</td>
<td>1 hr 2 min</td>
<td>52 min / 43km</td>
</tr>
<tr>
<td>Airport</td>
<td>Pakenham</td>
<td>-</td>
<td>1 hr 14 min</td>
<td>1 hr 16 min / 66km</td>
</tr>
<tr>
<td></td>
<td>Officer</td>
<td>-</td>
<td>2 hr</td>
<td>1 hr 11 min / 78km</td>
</tr>
<tr>
<td></td>
<td>Beaconfield</td>
<td>-</td>
<td>1 hr 55 min</td>
<td>1 hr 11 min / 73km</td>
</tr>
<tr>
<td></td>
<td>Berwick</td>
<td>-</td>
<td>1 hr 53 min</td>
<td>1 hr 7 min / 69km</td>
</tr>
<tr>
<td></td>
<td>Narre Warren</td>
<td>-</td>
<td>1 hr 51 min</td>
<td>1 hr 4 min / 73km</td>
</tr>
<tr>
<td></td>
<td>Melbourne City</td>
<td>-</td>
<td>59 min</td>
<td>26 min / 23km</td>
</tr>
</tbody>
</table>

*Approx. travel time only, not including waiting time or transfer
Medical

If you feel unwell you should inform your homestay parent. You must then either telephone or email the International Programs - Student Services and advise that you will be absent from school. If you go and see a doctor, you should ask them for a medical certificate to bring back to school on your return. Any student who is unwell during the day at school, must go and see the school nurse who is located at the Health Centre on campus. Only when you have seen the nurse may you leave the College Campus. The nurse will contact your homestay family and will inform the Head of International Education and/or your Head of Section.

Overseas Student Health Cover (OSHC)

It is a legal requirement that overseas students take out insurance cover for medical and hospital expenses before a student visa will be issued.

The cost is based on the number of months required to cover the duration of the visa. The school arranges OSHC, however additional health insurance is also recommended for items not covered by OSHC such as dental and optical services.

As part of your OSHC – if purchased through Allianz – students will also have access to a Doctor on Demand; a telephone or video conferencing service allowing you to see a doctor without visiting them in person. For more information go to www.doctorsondemand.com.au or download the mobile app.

Medical facilities in Pakenham and Berwick

Casey Hospital

Hospital
Casey Hospital
52 Kangan Drive, Berwick VIC 3806
Tel (03) 8768 1200

Medical Centres
Pakenham Superclinic
1 Lyle Blue Court, Pakenham VIC 3810
Tel (03) 59418688

Casey Superclinic
50 Kangan Drive, Berwick VIC 3806
Tel (03) 9707 4777
Recreation and leisure activities

Melbourne is world-famous for its sporting venues and culture. All suburbs have numerous cricket, football, netball, basketball and gym facilities. Swimming and going to the beach is another favourite activity for Australians. Access to beaches and swimming pools is very easy with all pools and most beaches staffed with lifeguards. Swimming lessons can also be arranged through the many public swimming pools.

There are many beautiful parks and gardens to explore throughout the city. Enjoying a BBQ or picnic, riding bikes, walking and relaxing in a park are common weekend activities. There are numerous shopping centres and precincts around Melbourne. All major suburbs have a small shopping square with supermarkets, pharmacies, food and retail shops. Close by, Narre Warren is also home to Fountain Gate Shopping Centre which has larger department and flagship stores such as Nike, Apple, K-Mart, Target and Myer as well as a broad range of electronics, healthcare, sports, food and entertainment options.
Australia has a number of telephone and internet providers able to supply mobile phone and internet services. The biggest companies are Telstra and Optus, with both companies offering mobile phone and internet services, pre-paid and contract services.

Mobile telephones and international dialling
The country code for calling Australia is (61) and the area code for Victoria is (03). Landline numbers are generally 8 digits long, with mobile phone numbers being 10 digits beginning with 04XX.XXX.XXX.

To call Australia, first dial the international code from your country, then the Australia code followed by the Victorian code (minus the 0) and finally the phone number (e.g. +61 – 3 – 59453126). To dial a mobile phone number, simply dial the international code, the Australia code and finally the mobile number (minus the 0) (e.g. +61 – 429803639).

To call overseas from Australia, dial the international code (0011) then the country code, area code and phone number (e.g. to call a Shanghai number dial 0011-861-21-64463451 or Chinese mobile 0011-8618616650317).

<table>
<thead>
<tr>
<th>Country</th>
<th>Region</th>
<th>Country/area code</th>
<th>Country</th>
<th>Country code</th>
</tr>
</thead>
<tbody>
<tr>
<td>China</td>
<td>Beijing</td>
<td>+86</td>
<td>Vietnam</td>
<td>+84</td>
</tr>
<tr>
<td></td>
<td>Shanghai</td>
<td>+86-10</td>
<td>Thailand</td>
<td>+66</td>
</tr>
<tr>
<td></td>
<td>Guangzhou</td>
<td>+86-21</td>
<td>Singapore</td>
<td>+65</td>
</tr>
<tr>
<td></td>
<td></td>
<td>+86-20</td>
<td>Malaysia</td>
<td>+60</td>
</tr>
<tr>
<td>Hong Kong</td>
<td></td>
<td>+852</td>
<td>India</td>
<td>+91</td>
</tr>
<tr>
<td>Macau</td>
<td></td>
<td>+853</td>
<td>Sri Lanka</td>
<td>+94</td>
</tr>
</tbody>
</table>

Internet
While most host families will provide internet use as part of your homestay fees, some families may ask for a contribution to internet costs, approximately $10 per week. Especially where internet is provided at no extra charge, internet use at home should be for essential and study purposes only. Internet services in Australia are often charged at a per megabyte cost with a set amount available for use each month for the whole household.

Internet speeds in Australia are adequate for most activities, including study purposes, streaming video and small downloads of purchased items. The average internet download speed for Melbourne is 39.3 mbps. Accessing overseas websites will encounter slower internet speeds. Australians enjoy relative freedom in accessing internet sites, with very few government restrictions on accessing online content. However, please be reminded that it is an offence to download pirated movies, music and software.

Students should abide by a fair use philosophy and not overuse or abuse the host family’s internet services. When in doubt, talk with your host about your use of the internet.
Suggested packing list

Essential items:
- Shoes (casual, sandals/flip flops/thongs, dress and sports)
- Jeans/pants/shorts
- Sweaters/sweatshirts/jumpers
- Long sleeve shirts/t-shirts
- Short sleeve shirts/t-shirts
- Sleepwear
- Under garments
- Jacket(s)
- Sunscreen
- Rain jacket/umbrella
- Sun hat
- Swimming suits
- Sunglasses
- Woollen hat, scarf, gloves
- Emergency cash (AUD$200-500)

Optional items (all can be easily purchased in Australia):
- Alarm clock
- Dictionary (bilingual) / Translator
- Music (CDs or iPod/MP3 player)
- Sporting equipment
- Scientific or graphics calculator
- Camera
- Toiletries
- Spare glasses or contact lenses / optical prescription
- Photos of family and friends
- Small sewing kit

Useful links
The following websites will give you useful information about Beaconsfield College and studying and living in Melbourne and Australia.

www.beaconsfield.vic.edu.au
www.study.melbourne.vic.gov.au
http://www.visithvictoria.com/

www.australia.com
www.immi.gov.au
Orientation program

All international students are expected to attend an Orientation program before the new term starts.

The date and time will be arranged by the Head of International Education. The program will include:

- Meetings with the Head of Section and the Careers Counsellor to discuss which subjects you may like to study so that a timetable can be organised
- A tour of the College campus
- An explanation of school policies, behavioural expectations and homestay rules
- Help with uniform and book purchases
- Help with opening a bank account
- Transport information

A college for all

Beaconhills College is an open-entry school, yet we maintain high academic standards. Students must show proficiency in the English language, mathematical ability and a general aptitude to study. All courses and programs offered to international students are full-time (minimum 20 hours per week).
Accommodation and welfare

Students over 13 years of age have three options for accommodation and welfare:
1. They may live with their parents or a relative approved by the Department of Immigration and Citizenship.
2. The student’s parent/legal custodian may nominate a family friend to reside with. The nominated person must be approved by the International Programs - Student Services.
3. The student may request that the International Department arrange homestay accommodation.

Students issued with a Confirmation of Appropriate Accommodation and Welfare (CAAW) will have the period of welfare provision specified on the CAAW. This period will allow for seven days before the student’s course starts and up to seven days after the course finishes, or until the student’s 18th birthday, whichever is sooner.

Changing welfare/accommodation arrangements without the prior approval of the Head of International Education may result in a student’s visa being cancelled. The welfare of students under the age of 18, who have been issued a CAAW, is the responsibility of the Headmaster (or delegate) of Beaconhills College. Beaconhills College requires students over the age of 18 to remain in their approved accommodation for the duration of their study as a condition of their enrolment at the school.

Persons appointed for additional arrangements will not be able to access information directly from Beaconhills College.

Homestay accommodation is provided by a host family. This can be arranged by Beaconhills College. If a homestay provider wishes to terminate the homestay agreement, at least two weeks’ notice is given to the student and Beaconhills College. Where a student moves out of a homestay, at least two weeks’ notice must be given to the homestay provider and host school. Giving less than two weeks’ notice may result in the bond being forfeited. During holidays, a holding fee to secure the homestay accommodation may be required to cover the student’s absence.

All of the homestay families selected are located within a close distance to Beaconhills College and/or with access to convenient transport. All homestays provide a single, fully-furnished room, three meals a day and laundry facilities. All homestay hosts are Australian citizens and hold a current ‘Working with Children’ card. All homestays will be monitored regularly with twice-yearly visits to the home.

Beaconhills College takes no responsibility for any extra counselling or support arrangements which parents enter into with private agencies or persons.
Homestay facilities

- Telephone – students are requested to have an international phone card or their own mobile phone. The student will be asked to pay for STD, mobile or ISD calls if made from the home telephone.
- Meals – three meals will be provided per day, which includes a school lunch.
- Laundry and housework – the homestay host may do washing and ironing or provide facilities for the students to do so. Students may be expected to help with housework.
- Smoking/alcohol – smoking and drinking alcohol are not permitted.
- Visits and overnight stays – the Head of International Education is happy to advise on these and any other matters which may arise between a student and a host family. Students wishing to make special arrangements for overnight, weekend or holidays that take them away from their host family, must make arrangements with the Head of International Education before they do so. This is a CIAC requirement which governs care arrangements for student visa applicants who have not turned 18 years of age. A permission letter from parents will be required.

Homestay fees

Beaconhills College will be responsible for homestay payments from the weekend before the new academic year, until the weekend after the last day of school. If the student is absent from the host family accommodation during this time, no financial adjustments are made.

The homestay fee does not include the December-January vacation period. At this time, it is expected the student will pack their belongings for storage in the homestay. A reduced weekly rate is paid to the homestay family during the holidays.

It is against the Australian law to discriminate. When applying for homestay, you will be required to complete an application form. This form will ask for details of your requirements. Please note that Australia welcomes people from all nations and homestay programs reflect this. Under Australian law, all citizens are equal. This means that men and women are equal and it does not matter what country a person comes from, they will be treated as an equal and you should treat them as an equal.

Consequently, you may find that you are placed in homestay with Australians who have not been born in Australia. English may be their second language.

too! However, they will be fluent in English even if they have an accent and the husband and wife may come from different countries. Your homestay family may consist of a single woman who may, or may not, have children. This is part of our culture – the culture of a country you are coming to live in!

Your homestay family may also have animals, most families do. Sometimes dogs and cats live inside the house with the family, sometimes outside. Australian families love their pets. Feel free to request a homestay family without pets if you wish, but remember that in doing this, you may be depriving yourself of staying with a kind and loving family. Remember that most families have pets!

In most Australian families, both the husband and wife work. You will be required to help generally, just as their own children do. In light tasks such as setting the table, washing the dishes and keeping your room clean and tidy.

When living in a private home, remember that a courteous and considerate attitude is always appreciated. Each member of the family is treated equally and with respect. It is important to smile and say “please” when you ask for something and “thank you” when you receive something.

Technology

All students in Years 5 to 8 are required to have an iPad. Students in Years 9 to 12 can bring their own device (iPad or other tablet and/or laptop) from home or buy one here in Australia.

Uniform

As a student of Beaconhills College, you will be required to wear a school uniform to classes and other school activities. School uniforms and Beaconhills College-related items can be purchased from the College Shop at the Pakenham Campus.
Senior School
(Years 10 to 12)

Through a resolute commitment to achieve academic excellence, the College strives to ensure that each student achieves their personal best. Beaconsfils offers the best possible learning environment where a knowledge culture is embraced and fostered by our Senior School teaching specialists.

Never is academic dedication more critical than throughout the senior years.

Our well-established Senior School program gives students the opportunity to follow a diverse range of pathways that suit their varied aptitudes, interests and characters - students can choose from a range of 42 subjects.

Our teaching programs are based on the Victorian Certificate of Education (VCE) and Vocational Education Training (VET), with selected students undertaking University Enhancement studies at Year 12. Each student studies between 23 – 26 VCE units by the end of Year 12. Many of our Senior School academic staff are involved in the development of the curriculum and assessment of examinations at a state level.

Beaconsfils has a history of excellent academic results, with students having received Premier's Awards in English, Economics, Information Technology, Chemistry, Agriculture and Horticulture, Systems Technology, Media, Art and Graphic Communication. Further, the College has experienced enormous success in the VCE Season of Excellence program; with students being invited to participate in Top Acts, Top Arts, Top Class and Top Designs exhibitions by the Victorian Curriculum and Assessment Authority.

Developing a culture of striving for success at Beaconsfils is a priority. There is a strong emphasis on providing leadership training and opportunities. Student leaders play an active role helping run events, attending many formalities and engaging with students across the College. To ensure our student leaders are prepared for this, each will attend numerous leadership seminars and conferences. It is not only our elected student leaders who are offered opportunities - the Senior School Assembly program, house church services, debating and public speaking competitions give all students an array of public speaking opportunities.

Beaconsfils is involved in the SEISA (South Eastern Independent Schools Association) and ACS (Association of Coeducational Schools) competitions, fielding competitive senior teams in a range of summer and winter sports. A critical engagement for all of our Senior School students is the strong individual relationship with our careers counsellors. Guidance in this area starts with regular careers lessons at Year 9 and continues through individual contacts with our careers counsellors, Head of Senior School, Head of Senior Learning, Head of Senior Students and heads of House.

The care and nurture of each Senior School student is underpinned by a very strong and authentic House system. This culture enables the College to promote each student's sense of identity, belonging and self-esteem. Led by the staff tutor, groups comprise students from a range of year levels. In addition to these daily morning meetings, there are weekly House meetings and Headmaster's assemblies.
Year 9

Our College recognised many years ago that Year 9 was a critical time where teenagers can lose interest in school. It is a time where they also begin to explore their world view and question their place in it.

So we designed a unique Year 9 program which we deliver from our purpose-built Year 9 Centres at both campuses.

They are multimedia-rich places of learning, staffed by teachers with special skills in teaching Year 9s. The focus is not only about learning through experience but providing challenges and fostering independence, decision-making, team-building and character development in our young people.

At Year 9 students have the opportunity to select from a broad range of electives and choose their academic pathway to the Senior School. As part of the core program, students complete units in Mathematics, English, Science, Humanities, Personal Development, Physical Education and a choice of French or Japanese.

Middle School (Years 5 to 8)

Middle School, Years 5 to 8, meets the unique needs of students in those crucial years between primary and secondary schooling. Students in these years develop autonomy, problem-solving skills and the ability to work co-operatively with others.

Middle School is an exciting and vibrant place with exhibitions and celebrations of learning a regular feature.

- Relay for Life, raising money for cancer research
- Performing Arts Festival
- Middle School Celebration of Learning - a creative showcase of student work
- Academic Excellence certificates for high achievers

Year 5 students have one core teacher who takes English, Mathematics, Science and Humanities. At Years 6 and 7 students have two significant teachers who teach a combination of English/Humanities and Mathematics/Science classes, ensuring the vital links between these subjects are consolidated. By Year 8, students move to working with specialist teachers in the areas of Mathematics, Science, English and Humanities.
Academic monitoring

Students must demonstrate satisfactory course progress during the period of their enrolment, as required by the Department of Immigration and Citizenship. The school assesses satisfactory performance on a term by term basis, in a similar way to how the Victorian Curriculum and Assessment Authority.

Intensive English
Global Beacons international program

While students complete their intensive English course in the Global Beacons international program, their academic performance will be monitored by the Head of International Education in conjunction with the Global Beacons international program teaching staff.

Where academic performance does not meet the College standards, the student will be counselled initially before being placed on a School Performance Contract for a specified period of time. If performance requirements are not met during the specified period, students will be referred to the Headmaster who will issue the College Enrolment Contract setting out another defined period specified for improvement of performance. If these subsequent performance requirements are not met, the student will be reported to the Department of Immigration and Citizenship for noncompliance with visa conditions.

Progression to the mainstream Beacons program will be determined by the successful performance on all classwork and assessments throughout the course and a final AEAS commencement test.
Mainstream Beaconhill's program
Relevant sub-section

Once a student has progressed from the intensive English course in the Global Beacons International Program into the mainstream Beaconhill’s program, the responsibility for monitoring academic performance will transfer to the relevant section (Middle/Y9/Senior School), in conjunction with the Head of International Education where needed.

Students must satisfactorily complete all subjects/units necessary to progress to the next year level or complete satisfactorily their course of study within their agreed study period as per their Confirmation of Enrolment (CoE). Where compassionate or compelling circumstances exist, or a school has implemented its intervention strategies, or study deferment has been approved, an extension may be granted.

Students failing to perform satisfactorily will be counselled (in the first instance) in an attempt to resolve issues affecting performance. Students may be provided with English language or subject specific tutoring or counselling to address personal issues. Services beyond those normally provided within the school's resources may incur extra cost to the family. Students will be given career and guidance counselling and may be advised to change subject and/or course selection.

Continued poor performance will result in the student being placed on a School Performance Contract for a specified period. If performance requirements are not met during the specified period, students will be referred to the Headmaster who will issue a College Enrolment Contract with another, defined period specified for improvement of performance. If these subsequent performance requirements are not met, the student will be reported to the Department of Immigration and Citizenship for non-compliance with visa conditions.

Students are advised before they are reported to the Department of Immigration and Citizenship and given 20 days to appeal the decision. Compelling and compassionate circumstances will be taken into account before reporting a student. Parents will be informed at each stage of the process.
Attendance

Students must attend a minimum 80 per cent of scheduled course contact hours as a condition of their student visa. Attendance is taken daily by the school and compliance with visa conditions is calculated every fortnight. Absences covered by a medical certificate do not contribute to the overall attendance percentage but may be taken into account when determining whether to report a student for non-compliance.

Intensive English
Global Beacons International program

While a student is completing their intensive English course in the Global Beacons international program, their attendance will be monitored by the Head of International Education in conjunction with the Global Beacons international program teaching staff.

Mainstream Beacons program
Relevant sub-section

Once a student has progressed from the intensive English course in the Global Beacons International program into the mainstream Beacons program, the responsibility for monitoring attendance will transfer to the relevant section (Middle/Y9/Senior School), in conjunction with the Head of International Education where needed.

Student behaviour

Students are required to abide by the Beacons College code of conduct, including the welfare and accommodation policy. Students must comply with all visa conditions and must not engage in any activity that may endanger their own safety or the safety of others or that could lead to police charges. Engagement in any such activity is a ground for suspension or cancellation of enrolment. Beacons College may suspend or cancel a student’s enrolment for misconduct. Misconduct includes repeated breaches of the school’s code of conduct or repeated disregard of school and/or homestay rules or expected standards of behaviour.

Students will be advised before they are reported to the Department of Immigration and Citizenship and given 20 days to appeal the decision. Compelling and compassionate circumstances will be taken into account before reporting a student.

Intensive English
Global Beacons International program

While a student is completing their intensive English course in the Global Beacons International program, their behaviour will be monitored by the Head of International Education in conjunction with the Global Beacons international program teaching staff.

Mainstream Beacons program
Relevant sub-section

Once a student has progressed from the intensive English course in the Global Beacons International program into the mainstream Beacons program, the responsibility for monitoring behaviour will transfer to the relevant section (Middle/Y9/Senior School) and house leaders, in conjunction with the Head of International Education where needed.

The Student Transfer Policy

Requests to transfer to another provider post-payment and prior to starting will only be considered in exceptional, compassionate and compelling circumstances and on a case-by-case basis. Transfers to another registered provider prior to six months (two terms) enrolment will be refused. A letter of release will be provided for a student who has been enrolled for less than six months only in exceptional, compassionate and compelling circumstances and on a case-by-case basis.

Students may apply to transfer to another registered provider after six months (two terms) of enrolment and each application will be considered on a case-by-case basis. A letter of release will only be granted where the student has provided a letter from the other registered provider confirming that a valid enrolment offer has been made. If the student is under 18 years of age, the parent or legal guardian must provide written support for the transfer. If the student is under 18 years of age and is not cared for in Australia by a parent or suitable nominated relative, the valid enrolment offer must confirm that the provider accepts responsibility for approving the student’s accommodation, support and general welfare arrangements, as per Standard 5.

A letter of release will not be granted where tuition or other fees are in arrears or the student has been or is likely to be reported for breach
of visa conditions. Transfer applications will be processed within ten working days from the receipt of a complete application and application fee. If the request to transfer is refused, students will be given 20 days to appeal the decision.

The Student Deferral Policy

Beaconhills College can defer the enrolment of a student on the grounds of compassionate or compelling circumstances beyond the control of the student and which have an impact on the student's capacity and/or ability to progress through a course. These could include serious illness, injury or trauma, bereavement of close family members, major political upheaval or natural disaster in the home country.

Evidence of compassionate and compelling circumstances will be required. Deferral of studies is for a maximum of six months and cannot be issued retrospectively.

The Complaints and Appeals Policy

Beaconhills College is committed to having mechanisms to deal with complaints impartially, promptly and confidentially. The formal investigation of a complaint will require that details of the complaint be lodged in writing. The handling of the complaint will start within 10 working days of receipt of the complaint. There is no cost associated with lodging a complaint with Beaconhills College. A student may be helped or accompanied by a support person at any stage of this process.

The identity of the complainant will be protected unless permission for disclosure is given. Beaconhills College will maintain a student's enrolment and accommodation/welfare arrangement while the internal complaints process is ongoing unless extenuating circumstances relating to the welfare of the student apply. This does not necessarily mean that a student must remain in class.

Complainants will be provided with a written statement of the outcome, including details and reasons for the decision. Complainants have the right of appeal and will be advised of further avenues of review. Beaconhills has arrangements in place for an independent external body to hear the complaints or appeal if the internal complaints process has been completed and the student remains dissatisfied. If the outcome of a complaint, either external or internal, is favourable to the student, Beaconhills will immediately advise the student of this and implement any decision and/or corrective and preventative action required. Beaconhills College will keep accurate records of the entire complaint and/or appeal process.

The identity of the complainant will be protected unless permission for disclosure is given. Beaconhills College will maintain a student's enrolment and accommodation/welfare arrangement while the internal complaints process is ongoing unless extenuating circumstances relating to the welfare of the student apply. This does not necessarily mean that a student must remain in class.

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This agreement, and the availability of complaints and appeals processes, does not remove the right of the student to take action under Australia's consumer protection laws.