



Welcome

Pacific Hills Christian School values the contribution that international students make to the School Community. We welcome all our Overseas Students and as a School, we will do all we can to ensure you are able to do your best academically and feel well supported in all areas of your life.

The Pacific Hills Christian School Overseas Student Program is aimed at providing education for students who wish to have the benefits of a Christian education, while gaining entry to Australian universities through the award of the New South Wales Higher School Certificate.

Christian education is committed to academic and moral excellence, and involves learning and practising Christian values and a spiritual relationship with the Lord Jesus Christ. This relationship is expressed in part, in such things as prayer, Bible reading, attending Church and a sense of confidence and purpose in one's life.

The School has various personnel who have been appointed to assist you:

- The Registrar, Mrs Maddison: checks all the details of your enrolment in school and maintains records of visa, medical and family/guardianship/homestay details.
- The Overseas Students Liaison Officer, Mrs Sakoulas: checks you are settling in well and that the information we require is kept up-to-date.
- The School Counsellors: Mrs Smart, Mr Evans and Mrs Graham are available for any counselling needs.
- Your Pastoral Care Teacher will care for your welfare on a daily basis.
- Your Year Advisor will deal with matters that are of a more serious nature.
- Your class teachers will support you in your academic studies.
- Where your level of English is of concern, the ESL Teacher, Mrs Sakoulas, will offer English support.



General Information

Homestay

Students are placed with Christian families and are expected to participate in that family's activities and at all times to behave in a respectful manner. Homestay includes all meals and access to all facilities and some participation in duties in the home. The School will monitor homestay arrangements.

Arrival

Overseas students will be met at Sydney Airport upon arrival in Australia and taken to their accommodation.

Location

Pacific Hills Christian School is located in Dural on the North-Western outskirts of Sydney in the state of New South Wales. It is approximately 35 kilometres from the city.

What we offer

Pacific Hills Christian School offers many advantages to overseas students. The greatest benefit is Christian Education of a high academic standard. Please consider the following reasons for choosing Pacific Hills:

- Christian education acceptable to all denominations
- High academic standards
- Low student/teacher ratios
- All lessons in English
- Specialist English teachers available to help students
- Fully qualified and dedicated staff
- Pastoral assistance and support for all students



Standard of Conduct

The students' attitudes, conversation, appearance and behaviour reflect the character of the institutions from which they derive their training. Such institutions include the home, the Church and the school. It is important to appreciate that Pacific Hills Christian School is primarily equipped and commissioned to be an extension of the Christian home reinforcing the values and beliefs of parents.

It is expected that each student will honestly endeavour to:

- Keep all the School's regulations
- Dress neatly and in a modest manner
- Be well groomed
- Use no drugs (tobacco, alcohol etc)
- Respect authority and be obedient to it
- Live a Christian lifestyle

Students of the School are expected to carry this high standard of behaviour into all parts of their daily lives, whether at home, school or elsewhere. Students who fail to respond to counsel and discipline may be asked to withdraw from the School whenever the administration determines this is necessary.

Parent Communication

Parents/guardians will be notified of student progress and mid-year and final examination results by the School. If any serious situation arises parents will be notified immediately and the student will be counselled by teachers and other advisers. Every assistance will be given to students should difficulties arise. Parents/guardians will be provided with access to the school database program, Edumate, and can view relevant student information.

Excursions and Camps

Excursions and camps are an integral part of the curriculum and provide opportunities for research and learning experiences which are vital to the overall academic program. Attendance of students at excursions and camps is compulsory.



Language Instruction

All instruction will be in English. A specialist teacher is on hand to help students with the English language including any language difficulties students may have with other subjects. In Years 7 to 12 all students will study English and most will have additional special English as a Second Language (ESL) support.

All students are tested prior to being accepted into the School. Students with low English competency will be required to complete an ESL program.

Entrance into Pacific Hills Christian School

Students who apply to enter Pacific Hills Christian School are usually required to take a written English test. Academic results and reports from previous years at school are carefully considered with the results of the English test, along with other information pertaining to eligibility of entry. Each application is considered as an individual case and students are advised of the Year level which is recommended for their entry to the School.

The School Year

The school year commences at the end of January and continues until December, although Year 12 students finish in November. Pacific Hills Christian School allows some students to commence studies during the year. It is an expectation that students adhere strictly to the term dates and make their travel plans accordingly.

Uniform

The uniform of Pacific Hills Christian School is compulsory and may be purchased at the School. The current uniform price list is available can be found on the school website.

Textbooks and Stationary

You will be provided with a textbook and stationary list each year. Some books are now available in ebook format.



iPads/Bring your own device

All students enrolling from Year 3 to Year 10 are expected to purchase an iPad. Year 11 and Year 12 students can choose any device according to their own preference. A list of apps for each year group as well as the specifications for iPads is available on www.teki.pacifichills.net

Responsibilities of the Overseas Student

- Provide all information to the School regarding living arrangements. Changes in living arrangements must be given to the school in advance so that we can ensure requirements of the National Code are maintained.
- Keep the School updated on any changes to accommodation, medical and visa information.
- Maintain a current passport, visa and Overseas Student Health Cover (OSHC).
- Maintain attendance as required by your Visa conditions (90% attendance is normal).
- Maintain satisfactory progress throughout your courses. This means that work must be completed as required and to a satisfactory standard. The Overseas Students Liaison Officer will monitor this.
- Inform the school directly if there are issues of concern regarding family, guardianship, medical problems or accommodation.



Sample Orientation Program

Welcome to Pacific Hills. At our first meeting for Overseas Students you will be given information about the following:

Ethos of the School

Potential Issues for Overseas Students

- Accommodation
- Governments and Visas
- Attendance
- Course Progress
- Social Life
- Customs and Culture
- Health and Medical issues

Responsibilities of the School

Responsibilities of the Student

Key Staff to Offer Support:

- Pastoral Care Teacher
- Year Advisor
- Overseas Student Liaison Officer
- Head of School
- Assistant Principal: Admin and Welfare
- ESL Teacher (if appropriate)
- School Counsellor/s
- School Nurse

Distribution of Handbook

Additional Information:

- Mobile phone or how to use pay phone
- Emergency contact number of staff member
- Emergency number for police, fire etc is 000 in Australia
- Buddy for first week



- How to travel to and from school – Bus Bay and buses
- Uniform requirements
- How to seek assistance on and off campus
- Bank account (if appropriate)
- OSHC
- Complaints and Appeals Processes
- Available student support services
- Legal services available to students
- Student visa conditions relating to course progress and attendance
- Grounds for suspension or cancellation of enrolment
- School Calendar
- School rules and Code of Conduct
- Subject selection, textbooks, etc
- Assessment policies and requirements
- School Camps
- Expectations of a Christian School
- Extra-curricular activities, clubs, etc

Other Information/Activities:

- Information about Cultural Awareness/ Culture Shock/Adjusting to life in a new environment
- Orientation to local area – shops, recreational areas, etc



Overseas Students Support Services

Application for Overseas Student Liaison Officer Contact and/or Follow-up

Student name:

Grade:

Pastoral Care Class:

Pastoral Care Teacher:

I would like to meet with the Overseas Student Liaison Officer

If possible please outline the nature of the things you want help with or to discuss with the Overseas Student Liaison Officer.

Student's signature: _____ Date: _____



Overseas Students Support Services

Application for Change in Living Arrangements

Please read the Overseas Students Welfare Policy before completing this form

Student name:

Grade:

Current Address in Australia:

Address in home country:

Phone no:

Mobile Ph:

Email address:

I am applying for

A change of living arrangements

Approval of changes conditions at my existing address.

Please outline the nature of the changes and state why you wish to make them.
Include details such as your proposed new address; the relationship between you and the proposed hosts etc.



Attachments:

Attach any relevant supporting documentation.

This form will be assessed once all documentation has been received. The school may ask for more documentation if required. Applications are usually processed in 10 working days.

Changes in living arrangements and of the Schools approval of them can have an effect on a student's visa. Please contact the Department of Immigration on 131 881 or contact the local DIAC office for more information.

Student's signature: _____ Date: _____



Overseas Students Support Services

Application for School Counsellor Contact and/or Follow-up – for the Counsellor only

Student name:

Grade:

Pastoral Care Class:

Pastoral Care Teacher:

I would like to meet with the School Counsellor

If possible please outline the nature of the things you want help with or to discuss with the School Counsellor (confidential).

Student's signature: _____ Date: _____



As an International Student you may find these web links useful:

[Living and Studying in Australia](#)

www.studyinaustralia.gov.au

Study in Australia is the official Australian Government site for studying in Australia. This website will prove invaluable to students wishing to study in Australia. It contains a wide range of information covering aspects such as: Culture, History, Money Matters, Safety and Courses.

[Australian Education International](#)

www.aei.gov.au

The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007

[Department of Immigration and Citizenship \(DIAC\)](#)

www.immi.gov.au

Phone: 131 881

This website will guide you through the process of applying for the correct visa and also contains information that would be useful to you regarding living in Australia.

[Medibank Private](#)

www.medibank.com.au/oshc

Medibank Private is the preferred provider of overseas student health cover, but families can choose to obtain cover from any other medical insurer in Australia.