



St Paul's School

International Student Handbook and Orientation Guide



create your own story!

Contents

Welcome to St Paul's School. We look forward to seeing you soon and we hope this information and orientation booklet will help you feel more prepared for life in Australia and at St Paul's before your arrive.

If you have any questions after reading through the booklet, please contact Miss Turner at l.turner@stpauls.qld.edu.au

What is in the handbook?

- Welcome to St Paul's School
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Welcome to
St Paul's
School!





Hello.



Hello.



Hello.



Hello.



Hello.



Hello.



Hello.



CIAO NI HAO bonjour
 merhaba SALUTON hej!
 lqdm namaste
 salve **HELLO!** Bo
 hej nei ho konnichiwa aloha
 GUTEN TAG
 selam **HOLA**
 zdravo

Headmaster's Welcome

Dear Student

We are so pleased to hear that you will be joining us soon, and we look forward to welcoming you to the St Paul's community.

This is what awaits you at St Paul's School:

- A School that is different because we embrace innovation and creativity
- A safe and secure environment with lots of ongoing support
- Opportunities to develop a resilient character
- An environment to help you grow a global perspective
- Opportunities to learn the skills and attitudes needed to work in teams
- Highly specialised pastoral care

Our promise to you is that you will receive an education worth having, and we look forward to meeting you online soon.

Dr Paul Browning - Headmaster

School Mission Statement - "To prepare resilient, global citizens, who are innovative thinkers, with a heart for servant leadership."

School Vision - St Paul's School is a student-centred Anglican community preparing resilient and balanced global citizens with a heart for servant leadership. Our vision is to be leaders in education thinking and practice.

Please watch our School
tour video here:





International Captains Welcome

Welcome to St Paul's School

St Paul's School is an Anglican school located in Bald Hills, North District. There are so many departments for different subjects which offer different opportunities and facilities to students. This allows students to have better development and growth, and more ways to explore their interests such as sports and music. St Paul's School is also known for having an international school, which is for overseas students. It provides English improvement class to boost up their English skills, so they can quickly assimilate to the main school, and be able to catch up during class and communicate with English Native Speakers.

I am Emily, and I came from Hong Kong to St Paul's when I was in Grade 8. At first, I was really struggling to communicate with native English speakers, since my English wasn't that good. However, many classmates helped and guided me through until I'm sort of familiar with everything. I've quickly improved my communication skills and made a lot of friends in this school.

I am Ming, I came from China, and I came to Australia when I was 16. When I first came to St Paul's, I felt overwhelmed, because everything was very strange to me, and my English was very bad. But the teachers are very friendly, they asked me many questions about myself and my country which made me very confident. On my first day at school, we had an exam to test our English level. We have 8 different classes which are speaking, listening, reading, writing, grammar, HPE, math and science. When we have any problems, we can go to the office and ask the teachers. I have many problems with my homestay, so the teacher helped me to change two homestays and now I live with a good homestay family. I had a good time in the international language improvement class, and I did improve my English skills. Then I went to the main school. When I first went to the main school, I was overwhelmed again, because everything was new to me. But the teachers and students are nice, I'm enjoying my school time.

Welcome to St Paul's International School

We are so excited that you will be joining us soon!

We have put this information and orientation handbook together for you, so that you can start to become familiar with St Paul's and start to learn about life in Australia before you arrive.

Sections of this booklet will be explained and discussed further with you during your first month at St Paul's School.

It may take a little bit of time for you to adjust to a new School and a new life in Australia, but we are sure you will feel welcome and settle in quickly!

Yours sincerely,

Mrs Kathleen Power - Director of International Education

Miss Laura Turner - Assistant Registrar (International)

Mr Yiu Chung Wong - Teacher

Mr Michael Kremmer - Teacher

Ms Eimear Naughton - Teacher



Our Campus

St Paul's School is located at 34 Strathpine Road, Bald Hills, Queensland 4036.

Bald Hills is a northern suburb of the Queensland capital city of Brisbane.

St Paul's has a beautiful 125 acre campus with many indoor and outdoor facilities for students to use, including:

- A Science Centre with eight labs and Extended Investigation rooms
- A state-of-the-art Design Technology Centre
- A large Music Centre with performance rooms and a recording studio
- Junior School and Senior School libraries
- Lecture theatre
- Centre for Innovators and Entrepreneurs (CIE)
- A Wellbeing Centre and,
- An International School





WE'RE BUILDING AN INNOVATION PRECINCT

St Paul's School is internationally recognised as a centre of innovation.

The construction of this state-of-the-art facility will grow our capacity to embed Realms of Thinking across the School while also taking our Centre for Innovators and Entrepreneurs to the next level. This new building will be an amazing addition to our campus and will enhance the learning experience of all students.

INCLUSIONS & BENEFITS

- Expanded and improved Centre for Innovators and Entrepreneurs (CIE)
- New Sippers café and hospitality learning area
- New Secondary School library
- Dedicated Secondary School study areas
- Expansive presentation centre
- Collaboration areas



**St Paul's
School**

34 Strathpine Road, Bald Hills, Queensland, 4036

Phone +61 7 3261 1388

stpauls.qld.edu.au



- ★ YOU ARE HERE (G16)**
- | | |
|--|---|
| 1. Association field (C3) | 34. Driving range (B4) |
| 2. Beginning of Peace (F13) | 35. Early Learning Centre (L13) |
| 3. Canteen & sports amenities (D9) | 36. Eastern fields (E2) |
| 4. Carpark (Junior School) (L10) | 37. International School (I14) |
| 5. Carpark (Lower) (F16) | 38. Junior playing fields (J9) |
| 6. Carpark (Sports & Senior Students) (E5) | 39. Junior School courtyard (L14) |
| 7. Carpark (Staff) (G14) | 40. Junior School multi-purpose undercover area (K11) |
| 8. Carpark (Upper) (H16) | 41. K-Block (H12) |
| 9. Centre for Realms of Thinking (F13) | 42. Learning Support (I13) |
| 10. Chapel (I15) | 43. Lecture Theatre (J13) |
| 11. Classrooms 12-18 (H14) | 44. Library – Junior School (I14) |
| 12. Classrooms 21-27 (H13) | 45. Library – Secondary School (I13) |
| 13. Classrooms F1-2 (J15) | 46. Main oval (C8) |
| 14. Classrooms F3-4 (J15) | 47. Music (J16) |
| 15. Classrooms F5-6 (J14) | 48. Outdoor courts (C11) |
| 16. Classroom F8 (J14) | 49. Possibility Hub (K16) |
| 17. Classrooms F9-10 (J13) | 50. Reception – Junior School (J14) |
| 18. Classrooms F11-12 (K13) | 51. Reception – Krebs Reception (F11) |
| 19. Classrooms F13-14 (K13) | 52. Reception – Tooth Reception (G15) |
| 20. Classrooms F15-16 (K13) | 53. Retail shop (H15) |
| 21. Classrooms F17-18 (K14) | 54. Science Centre (G13) |
| 22. Classrooms F19-20 (K14) | 55. Secondary school drop-off area (G15) |
| 23. Classrooms KC1-6 (F10) | 56. Sensory playground (K15) |
| 24. Classrooms KC7-12 (E12) | 57. Shade sail & BBQs (F13) |
| 25. Classrooms KC15-18 (G12) | 58. Sippers Café (I14) |
| 26. Classrooms R1-8 (G14) | 59. Sutton Building (Rooms 1.0 & 2.0) (I14) |
| 27. Classrooms T1-3 (I11) | 60. Swimming pool (F14) |
| 28. Classrooms T4-6 (H11) | 61. Taekwondo, cadets & dance (D15) |
| 29. Community Garden (K16) | 62. Techzone (G15) |
| 30. Cricket oval – Concrete pitch (G8) | 63. Tuck shop (G15) |
| 31. Cricket oval – Synthetic pitch (I9) | 64. Walker Centre 1 (E13) |
| 32. Cricket training nets (B9) | 65. Walker Centre 2 (D12) |
| 33. Design & Technology Centre (G11) | 66. Wellbeing Centre (H13) |
| | 67. YMCA OHSC (I17) |



Important and Emergency Contacts



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Police, Fire, Ambulance



0417 706 504

Homestay Emergency



07 3261 1388

St Paul's School



Miss Turner

Enrolment, Visa & General Questions

l.turner@stpauls.qld.edu.au



Mrs Sutherland

Homestay Questions

s.sutherland@stpauls.qld.edu.au



Mrs Power

Academic Questions

k.power@stpauls.qld.edu.au



13 14 50

**Government Telephone Translating
and Interpreting Service**



134 148

ahm OSHC

(School arranged Health Insurance Provider)

Please store these details in your phone

ST PAUL'S SCHOOL NEW INTERNATIONAL STUDENT INFORMATION



? Entering Australia

Please ensure you have the correct visa to enter Australia. Please bring some Rapid Antigen Test Kits with you in case you need to test for Covid while you are in homestay.

If you are unable to purchase these before you arrive, our shops in Brisbane have many places where you can purchase them. Your homestay family can help with this also.

Please ensure you are aware of any travel rules surrounding your departure and return to your home country while visiting Australia during the pandemic. It is advisable to wear a mask while travelling and when inside an airport.

? What should I bring?

See our suggested packing list on the next page.

? Uniforms & Lockers

If you are visiting for one semester, you are welcome to wear your uniform from your home country. If you are a long term St Paul's student, your homestay family will bring you into School to purchase our uniform. Please visit the website below for our current uniform price list. **Please bring a pair of black leather lace up School shoes and a lock for your locker with you.** A full uniform costs approximately \$900 AUD.



? Airport Pick Up

A driver will pick you up from the airport when you arrive. Please meet the driver **INSIDE** the airport. Do not leave the airport without the driver. The driver will be holding a sign with your name on it. If you have any problems call Mr Patrick Low - 0411 422 975.

? Laptops

Please bring your laptop with you as you will need this for most of your classes.

? Getting to and from School

Most students will travel to and from School by public transport. Your homestay family will help you to buy a Go Card (public transport card) when you arrive. You must cover the cost of your bus/train travel.

? Your First Day

On your first day, your homestay family will bring you to the International School and we will complete your welcome, orientation and purchase your uniform. Please bring your laptop, lunch and water bottle.

? Bank Accounts, Phones & OSHC

Your homestay family will assist you to set up your Australian bank account shortly after you arrive. They will also help you organise your new phone sim card. If St Paul's has arranged your Overseas Student Health Cover (OSHC) we will activate this and order your card on your first day.

? Emergency Contact

Please store our 24/7 Homestay emergency contact phone number in your phone: 0417 706 504

Packing Checklist

CLOTHING

- Pyjamas
- Underwear
- Socks
- Casual clothes (shorts, tshirts)
- Casual shoes
- Warm jumper
- Swimsuits
- Sports Clothes
- Formal Outfit
- Dress Shoes
- Sandals/Flip Flops
- Sunglasses
- Hat

MISCELLANEOUS

- Camera
- Chargers & Adaptors
- Headphones
- Water bottle
- Wallet & Money/Credit Card
- Phone
- RAT (Rapid COVID Test)

IMPORTANT DOCUMENTS

- Passport & Visa
- Identification
- Itinerary
- Boarding Passes
- Address in Brisbane
- Travel Insurance
- Emergency Contacts

TOILETRIES

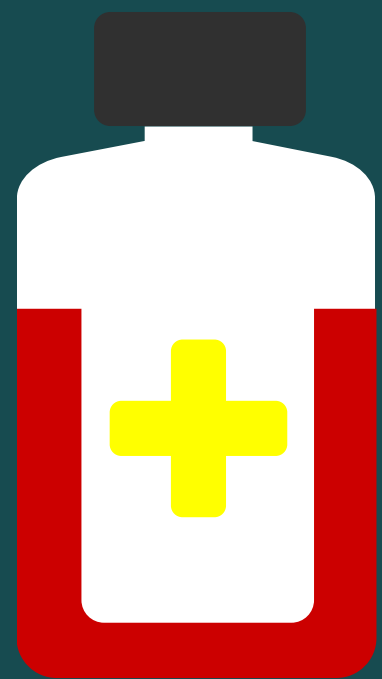
- Shampoo
- Conditioner
- Hair Brush
- Toothpaste
- Toothbrush
- Face Wash
- Razor (if required)
- Deodorant
- Makeup Bag
- Sanitary Products

FOR SCHOOL

- Laptop
- Uniform
- Black Leather Shoes
- Lock for my locker

Put Emergency contact in my phone: 0417 706 504





OVERSEAS STUDENT HEALTH COVER (OSHC)

- Everyone on a student visa must have OSHC in place for the duration of their student visa
- OSHC covers you for basic medical treatment if something happens to you in Australia
- If St Paul's has organised your OSHC, this will be through a company called AHM
- You can see what your AHM membership covers on the next page
- We will help you activate your online account during your orientation session
- You will receive a membership card in the mail once your account is activated



- If your parents/agents have organised a different policy
 - Please send the details to Miss Turner
 - Please make sure you understand what is included in your cover
- Please read the following pages to see what is included in your OSHC (if yours has been arranged by St Paul's) and some Frequently Asked Questions ...

If your OSHC is organised by St Paul's through AHM please download The ahm OSHC app from the Google Play or Apple Store...

The ahm OSHC App

Our app makes it easy to view your cover details, make contact with a health advice line and find a health provider.

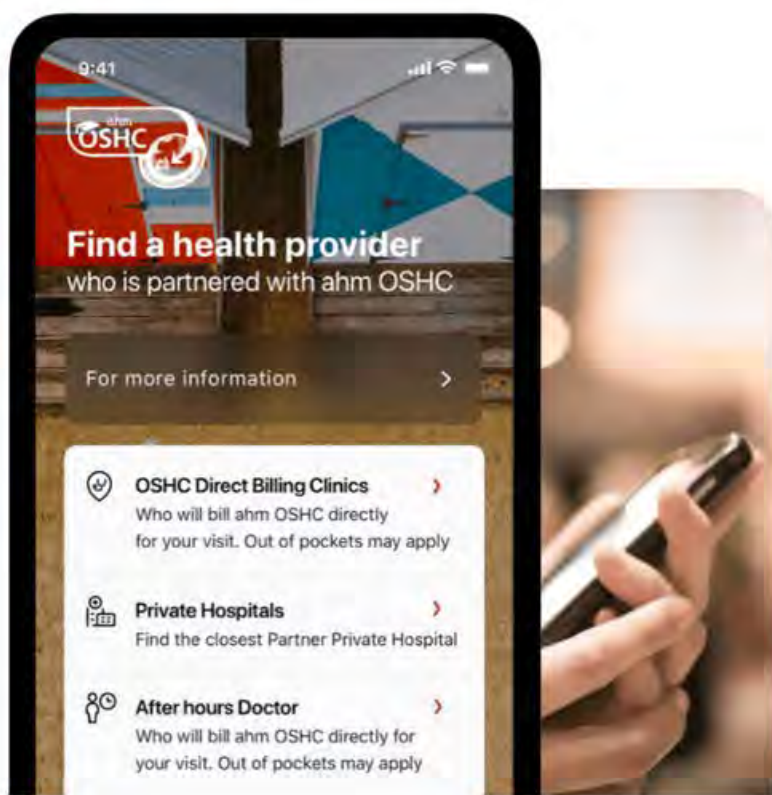
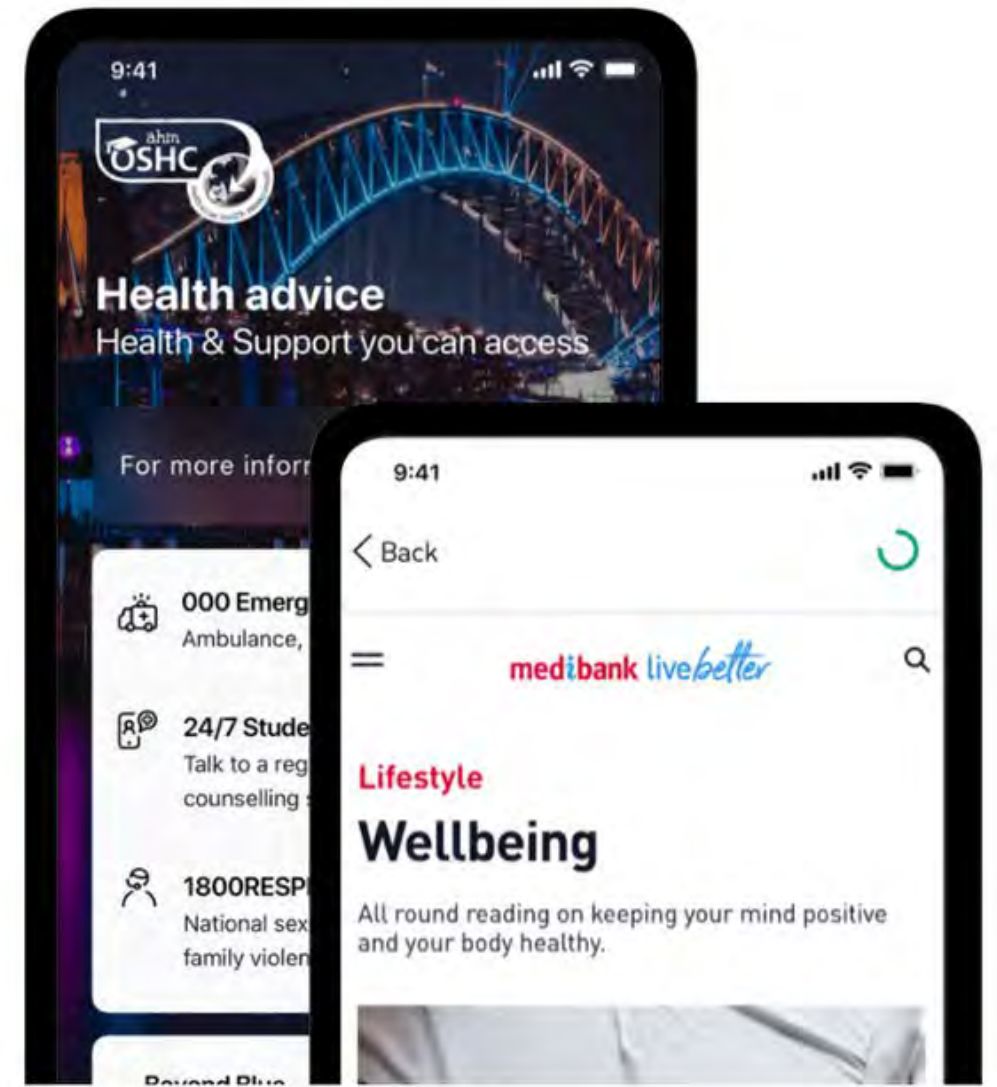


You can watch a video on how to use the app here:



Introducing Online Doctor

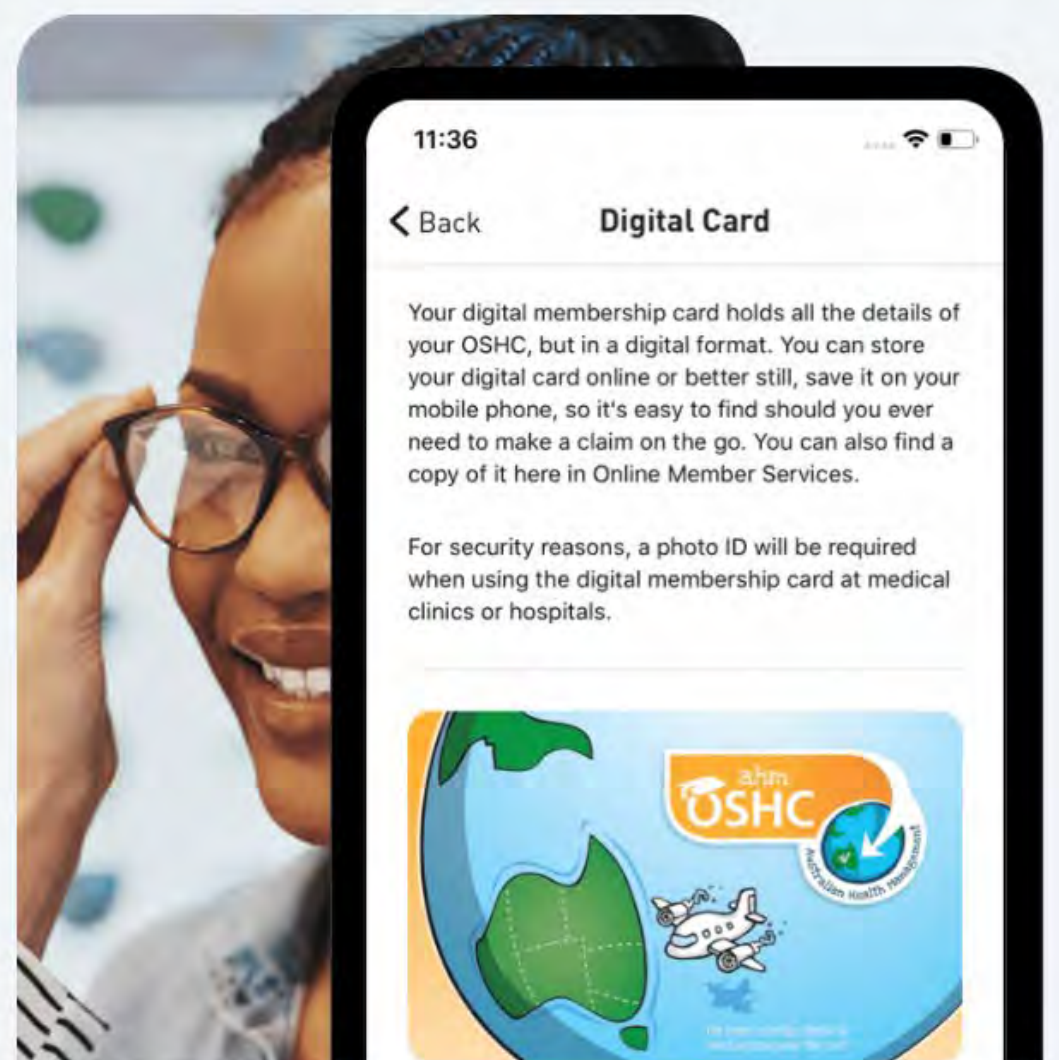
Policyholders can have an online consultation with a qualified medical doctor any time of the day or night, from the comfort and convenience of your home. Plus, Online Doctor will send us the bill directly.*



Find a provider who bills us directly

Find doctors who bill us directly which saves you time in not having to make a claim. Just present your membership card (physical or digital) when you attend your appointment.

Out-of-pocket costs may apply.*



Translation function for simplified Chinese

Some features are translated into simplified Chinese.



Policy Certificate

Whenever you need your policy certificate, you can easily email it to yourself via the app.



Guides and Articles

Information on staying healthy, what to do if you get sick and how to raise a refund request.



Device Requirements

Requires iOS 11 and later or Android 7.0 and later. Compatible with iPhone, iPad and iPod touch.

Here's a summary of your cover. It contains important information and we recommend that you read it carefully and keep it somewhere safe for future reference. You can find more information about your membership and terms defined in this document by referring to your ahm OSHC Member Guide or calling us on 134 148.

Hospital cover

Hospital cover can pay towards services you receive when you're admitted to hospital and treated as a private patient.

Here are the hospital services that are Included or Excluded under your cover.

You may still incur out-of-pocket expenses above the amount we pay. Before booking your treatment, call us to find out the benefits you can expect to receive, and any out-of-pocket expenses you might incur.

Services that are Included or Excluded	
Rehabilitation	✓
Hospital psychiatric services	✓
Palliative care	✓
Brain and nervous system	✓
Eye (not cataracts)	✓
Ear, nose and throat	✓
Tonsils, adenoids and grommets	✓
Bone, joint and muscle	✓
Joint reconstructions	✓
Kidney and bladder	✓
Male reproductive system	✓
Digestive system	✓
Hernia and appendix	✓
Gastrointestinal endoscopy	✓
Gynaecology	✓
Miscarriage and termination of pregnancy	✓
Chemotherapy, radiotherapy and immunotherapy for cancer*	✓
Pain management	✓
Skin	✓
Breast surgery (medically necessary)	✓
Diabetes management (excluding insulin pumps)	✓
Heart and vascular system	✓
Lung and chest	✓
Blood	✓
Back, neck and spine	✓
Plastic and reconstructive surgery (medically necessary)	✓
Dental surgery [^]	✓
Podiatric surgery (provided by a registered podiatric surgeon) ⁺	✓
Implantation of hearing devices	✓
Cataracts	✓
Joint replacements	✓
Dialysis for chronic kidney failure	✓
Pregnancy and birth	✓
Assisted reproductive services	✗
Weight loss surgery	✓
Insulin pumps	✓
Pain management with device	✓
Sleep studies	✓

What does it mean?

✓ Included service

An Included service is a service where we pay benefits towards overnight and same-day hospital accommodation, intensive care, and medical services where a valid Medicare Benefits Schedule (MBS) item is billed.

✗ Excluded service

An Excluded service is a service that we won't pay any benefits towards, including any hospital accommodation or medical services.

Common and Support services

There are a number of Medicare Benefits Schedule (MBS) items that will also be included to support the services under this cover where a benefit is payable. These may include items like in-hospital consultations and some scans, tests and anaesthetics that are associated with your hospital admission.

Ambulance transport

Unlimited emergency ambulance transport Australia-wide. For ambulance transportation to a hospital where immediate professional attention is required and your medical condition is such that you couldn't be transported any other way.

Accident and emergency departments

If you need to attend an accident and emergency department, we'll pay 100% of any 'facility fee' charged by the hospital for attending their accident and emergency department.

The fee may not include all medical services provided and out-of-pocket expenses may apply such as for x-rays, blood tests and any charges raised by the doctor above the benefit we pay.

We do not pay towards cosmetic treatment or services without an MBS item. Under your cover, we pay limited benefits towards pharmaceuticals. You may have large out-of-pocket expenses if you require high-cost drugs, such as those used in oncology (cancer treatment).

* We will only pay towards cancer-related surgery related to an Included service under your cover.

[^]For Dental surgery performed by a dentist rather than a medical practitioner we only pay benefits towards hospital charges. If the surgery is performed by a medical practitioner and an MBS item number is billed, we will pay benefits towards the hospital and medical charges.

⁺For Podiatric surgery we only pay benefits towards hospital charges. There are no MBS items for podiatric surgery. This means we also don't pay any benefits towards the podiatric surgeon's fees under Hospital cover and you could incur significant out-of-pocket expenses.



ahm OSHC frequently asked questions

To help you answer some of your queries about ahm Overseas Student Health Cover (OSHC), look at these frequently asked questions.

Remember, if something's not here you can ask us for more details over the phone on 134 148 or look at the ahm OSHC Online Member Services site at ahmoshc.com.au

What does my ahm OSHC cover?

Your ahm OSHC includes benefits toward hospital and medical costs while you are studying in Australia.

This includes:

- Visits to General Practitioners (GPs) and specialists
- Treatment by doctors in hospitals, such as surgeons and anaesthetists
- Pathology tests
- X-rays
- Hospital accommodation costs
- Prescription medicines
- Emergency ambulance transport

Your OSHC also includes access to health advice from a registered nurse 24 hours a day.

What does a Gap mean?

You may need to pay something towards the cost of these services – this is often called a gap or and out-of-pocket expense. A gap fee or out-of-pocket expense is the difference between the fee charged by your provider and the benefit ahm pays for the service.

There are also some services or treatments that are excluded. For more information see your Member Guide and Cover Summary – these are available on ahmoshc.com.au in the 'OSHC Support' section.

How do I buy extras cover?

It's also important to know that your OSHC doesn't cover the costs of other health services like dental, optical or physiotherapy. You can purchase Extras cover for those types of services.

To find out more about purchasing extras, you can contact us on 134 148 or email us on oshc@ahm.com.au to find the right extras cover for you.

What is Online Member Service and why is it important?

Online Member Services (OMS) is a facility which you can access to manage your cover either via ahmoshc.com.au or through the ahm OSHC app available via Apple App Store or Google Play Store. You can:

- View cover details
- Update contact and bank details
- Access 24/7 Student Health & Support
- Find a provider who will bill us directly
- View your digital card
- Make a claim and more

How do I Register for Online Member Service?

To register your membership, you must have a copy of your policy certificate or letter of enrolment from your education provider.

You can register in 3 simple steps:

1. Go to ahmoshc.com.au
2. Select 'Activate your membership'
3. Provide the requested details that match your policy certificate
 - a. Membership Number **or** Student ID
 - b. First Name
 - c. Surname
 - d. Date of Birth
 - e. Gender

How do I get my membership card?

You must register for Online Member Services receive your ahm OSHC membership card. This will be posted to your Australian Address within 10 working days.

- You can request a card to be sent to you in the mail if you prefer to carry a card in your wallet. Log in to Online Member Services at ahmoshc.com.au, select 'My Account' then 'Order a card'

How do I save the digital membership card?

You can access a copy of your digital membership card online at any time through Online Member Services at ahmoshc.com.au or view your digital card in the OSHC app

- **OSHC App** - click 'Digital Card' from the home page
- **OMS** - ahmoshc.com.au, select 'My Account' then 'View digital card'

Select the image of your digital card and select the option to save to your device. You can save your digital card as a jpeg image or as a photo on your mobile phone or tablet.

What do I do when I get sick?

A GP will normally be the first doctor you visit when you are unwell. GPs treat minor medical issues such as stomach aches, fevers, diarrhoea and prescribe medications. GPs can also refer you for x-rays, blood tests, or if your illness needs further treatment, they can refer you to a specialist doctor.

24/7 Student Health and Support Line on **1800 006 745** gives you access to a registered nurse or counselling service

In a medical emergency, you should call **000** for an ambulance.

How do I find a doctor?

ahm has special arrangements with some on-campus and close to campus GP medical practices that use our direct billing system. Visit ahm.com.au/oshc and select 'Find a direct billing medical centre' to find your nearest location.

You can choose to use other GPs that we don't have special arrangements with.

How do I claim?

You can submit a range of claims for things you have already paid. If a benefit is payable, we'll process your claim and transfer the money into your nominated membership bank account within two business days. There are three ways you can submit claims:

1. **OSHC App** - select 'Make a Claim' from the Home or Cover page
2. **OMS** - ahmoshc.com.au
3. **Mail** - Complete and sign your claim form and send it to us with your service provider's account attached. If the account has been paid, you'll also need to send us the receipt.

ahm OSHC
Reply Paid 88995
Wetherill Park Bc NSW 2164

How do I extend my membership?

You will need to extend your OSHC membership if you're extending your period of study in Australia. There are three ways you can extend your cover:

- Phone 134 148
- OSHC App – View Cover and select 'Renew Cover'
- Through Online Member Services at ahmoshc.com.au

This option is only available when your current visa will expire in less than 6 months.

You will also need to make a payment for the additional period of cover at the time you extend your cover. A new policy certificate with your new end date will be emailed to you.

How do I add a family member?

You can add your partner or spouse and any dependent children to your OSHC membership if they are living with you in Australia and are named on your student visa.

To add family members, you will phone 134 148.

You will need to provide:

- Details of the family members being added to your OSHC
- A copy of your student visa
- Pay any additional premium *where applicable*

How do I contact ahm OSHC?

Phone 134 148 or email oshc@ahm.com.au

How do I download the app?

Search 'ahm OSHC' in the Apple App Store or Google Play Store to download and install the app.



Or Scan the QR Code to be directly linked to the app



ORIENTATION INFORMATION

WELCOME



**WHAT WILL YOU
DO ON YOUR FIRST
DAY AT ST PAUL'S
SCHOOL?**

What do you need to
bring to School?

**JOINING MUSIC,
SPORTS, CLUBS
AND ACTIVITIES**

**Orientation
Checklist**

Enrolment, Orientation and Commencement

1 Enrolment

You have already made your application, had your online enrolment interview, and accepted a place to start at St Paul's - How exciting!



2 Online Orientation Sessions

Before you leave your home country, you should read through this booklet and you will attend a meeting with with our Homestay Coordinator to talk about your homestay placement.



3 Leave Home and Arrive in Brisbane

Please read the pre-departure and arrival information in this booklet so you are prepared for your journey to Australia. If you will be living with a homestay family, you will be met at Brisbane airport by our private transfer driver and take you to meet your homestay family that day. The Driver will meet you inside the airport and will have a sign with your name on it. We will give you the driver's details before your depart in case you can't find them when you arrive.



4 Starting School & Orientation

On your first day of School you will come to the International Office. If you are living in homestay, your family will help you. You can come in plain clothes, and we will help you buy your uniform on this day. Please bring black leather lace-up School shoes with you and about \$900 to buy your uniform (or a credit card). We will also set your laptop up (bring your laptop with you), get your student ID card, have a School tour, meet your Teachers and have a full orientation. You will start classes later that day and join your Tutor group on Day 2 or Day 3.



**ANY QUESTIONS ABOUT YOUR COMMENCEMENT?
PLEASE EMAIL MISS TURNER! L.TURNER@STPAULS.QLD.EDU.AU**

What will you do on your first day at School?



Meet at the International School Office at 8.30am



Meet the staff who will help you while you get settled



Receive your School diary, timetable and stationery



Buy your uniform



Have a School Tour and meet your Teachers



Activate your OSHC



Get your Student ID Card



Set your laptop up



Do some English tests



What should you bring on your first day?



\$900 or your credit card to buy your uniform



Black leather lace-up School shoes



Your laptop



Morning Tea, Lunch and Water Bottle





MUSIC, SPORT AND ACTIVITIES AT ST PAUL'S

St Paul's has over 50 extra-curricular activities for students to join.

If you are interested in joining any clubs, sports teams or music groups we can help you sign up when you first arrive!

It is great to get involved in clubs, sports or music to make new friends, practice your English, explore your passions and talents and to feel part of the School community.

If you are interested in any of the below, you might like to visit <https://thinkcie.com.au/> to read about our Centre for Innovators and Entrepreneurs.

- Starting your own business
- Solving a problem
- Find and Connect with a Mentor
- Learn more about Entrepreneurship



Music

Students at St Paul's are offered many Music experiences, in our renowned instrumental ensembles, in private instrumental lessons, or in the classroom.

We have many choirs, string ensembles, wind ensembles, jazz ensembles and guitar ensembles which cater for students in a range of abilities and ages. All ensembles have regular performances throughout the year including our annual Music in the Park event, performances at assemblies and other school functions, competitions, and at many recitals and instrumental concerts.

Students can learn: Bassoon, Bass Clarinet, Cello, Clarinet, Drums/Percussion, Double Bass, Euphonium, Flute, French Horn, Guitar, Keyboard, Oboe, Piano, Saxophone, Trombone, Trumpet, Tuba, Violin.



Sport

Sport is a huge part of the St Paul's culture, with students encouraged to participate across a wide range of sports, making use of the School's first class facilities.

Students can play:

Term 1

Girls: Basketball, Tennis
Boys: Cricket, Volleyball
Boys & Girls: Swimming

Term 2

Girls: Hockey, Netball
Boys: Rugby, Tennis
Girls & Boys: Cross Country

Term 3

Girls: Volleyball, Touch Football
Boys: Football (Soccer), Basketball
Girls & Boys: Athletics



Clubs & Activities

We have many different clubs you can join depending on your interests. Below are the clubs currently running:

- Amnesty International
- Anime & Manga Club
- Badminton Club
- Board Game Club
- Chess Club
- E-Sports
- Dance Troupe
- Film Club
- Garden Club
- Interact
- Model United Nations
- Mountain Biking
- Music
- Photography Club
- Debating
- Cadets
- Equestrian
- Theatre Sports
- Vanuatu Outreach

GET INVOLVED!

SPORTS, MUSIC AND CLUBS

We will help you sign up when you arrive...



Homestay at St Paul's School



Welcome to Homestay at St Paul's School



Mrs Sutherland is the St Paul's Homestay Coordinator. She has worked at St Paul's for seven (7) years and has three (3) children. Her eldest two children have already graduated from St Paul's in 2017 and 2020 and her youngest is now in Year 5.

Mrs Sutherland will speak online via Microsoft Teams with you prior to your arrival in Brisbane and a family will be carefully chosen to meet your needs.

Mrs Sutherland will be in contact with you regularly to ensure that you are happy and comfortable in your homestay. Her contact details are:

- s.sutherland@stpauls.qld.edu.au
- 0417 706 504

This mobile phone number is a 24 hr 7 day a week emergency phone and is available for you to call or text. Please store this number in your mobile phone.

Mrs Sutherland's office is at Sutton Building in International School, and you can come and see her anytime. Mrs Sutherland is also a Student Protection Officer at St Paul's, so if you are ever worried about anything, you can speak to her confidentially.

Please watch our
Homestay video here:



What is Homestay?

Homestay is an Australian family welcoming an international student into their home. It is about providing a warm, friending environment for a sometimes-nervous student who usually has never been away from home before. Our homestay families come from varied backgrounds and cultures but are all fluent English speakers. The composition of the family also varies, reflecting Australian society, for example, a married couple with children, single mother, retired couple, and young couples with no children.



They may also live in different types of accommodation such as a house with a garden, a town house with a shared garden, or a unit in an apartment block. Some homes may have swimming pools.

Homestay is not a like living in a hotel or motel. All members of the family including children usually help with simple chores – eg, washing the dishes; setting and clearing the table at mealtimes; keeping your bedroom clean and tidy – including changing the bed sheets, dusting, and vacuuming; making your lunch for school.



What will my homestay provide me with?

- Breakfast, Lunch, Dinner and some snack foods each day
- A private bedroom
- A desk, chair, and adequate lighting for study purposes
- Access to a shared or private bathroom (showers should be short due to water restrictions)
- Washing (laundering) of clothes, bed linen and School uniform (ironing of School uniform)
- Internet/Wifi access for study purposes
- Heating in winter and cooling in summer
- Keys, alarms or passwords required to have free access to the homestay residence
- A safe and welcoming homestay family environment
- An orientation within the family home, on the use of facilities and security
- Explanation of how to use the bathroom/toilet facilities (including correct disposal of sanitary items)
- Assistance with making medical appointments
- Support with your attendance and academic progress

House expectations

Each of our homestay families have their own set of rules for students (depending on age and experience). **The most important thing to remember is to have good communication with your family and mutual respect for living spaces and privacy within your home.** Make sure you lock the door when you leave, be mindful of other family members sleep habits and share with them your expectations for mealtimes and what type of food you like.

HOMESTAY SNAPSHOT

Below are some questions you may be already be thinking about ...

HOW DO YOU CHOOSE MY HOMESTAY FAMILY?

Mrs Sutherland will look at your Homestay Application and meet with you online to get to know you and talk about what is important to you. She will then choose the family she thinks is the best fit for you!



WHAT KIND OF FOOD WILL I EAT?

We know food is very important and is something our new students often struggle with when they first arrive. Australia is a very multicultural country so we eat a variety of different food. In Australia, breakfast is generally cereal with milk or toast. Lunch is often a sandwich and some fruit or snacks and dinner might be a salad or vegetables with meat. Each family will eat different things. We encourage you to speak with your homestay family about the foods you like and don't like and it is a good idea for you to go to the supermarket with them when they do the grocery shopping.



WHAT IF I HAVE A PROBLEM?

You should feel comfortable to speak with your homestay family if you have a question or a problem. If you are not comfortable to speak directly with them for any reason, you can come and talk with Mrs Sutherland in the International School office.



WHO WILL WASH MY CLOTHES?

Your homestay family will wash and iron your School uniforms for you. If you would prefer to wash your own clothes, you can ask your homestay if they are happy for you to use the machine on your own.



WILL I HAVE MY OWN BEDROOM?

Yes, all long term students will have their own bedroom. You will have a bed with bedding and pillows etc., as well as a desk with a lamp to study at. You may need to share a bathroom with other family members.



HOW FAR FROM SCHOOL WILL I LIVE?

In Australia, it is common for students to catch public transport to and from School. Our homestay families will generally live within a 30 minute commute to School. This might be different to your home country, however you will become used to this and see many St Paul's students on the buses and trains.

WILL I HAVE INTERNET?

Yes, all long term students living in homestay are provided with internet for their studies.

HOMESTAY SNAPSHOT

Below are some questions you may be already be thinking about ...

CAN I STAY AT A FRIENDS HOUSE?

Overnight stays with other St Paul's students are allowed, however they must be arranged at least 24 hours in advance and be confirmed by both homestay families & approved by the Homestay Coordinator.



WHAT HAPPENS DURING THE HOLIDAYS?

When students are able to travel freely again, they may return home during the School breaks. There are four (4) breaks each year.

Before **Easter, Mid Semester and the Sept/Oct holiday breaks**, students living in homestay who wish to return home must complete an Overseas Student Vacation Details Form (which is issued each term to students) and submit it to the International School reception by the due date. Your travel application must be approved by the School before you can leave.

Summer/Christmas Vacation - All students are required to return home during the Christmas Vacation Period.

Students must finish each term in full and return prior to the start of the next term.

WHAT IF I ACCIDENTALLY DAMAGE SOMETHING?

If you accidentally damage something in your homestay house you should be honest and tell your homestay family. You will be required to cover the costs of repair (to a reasonable amount) or this could be covered by insurance. You should contact the Homestay Coordinator to discuss the situation.

CAN I GO OUT ON THE WEEKENDS WITH FRIENDS?

Your homestay parents will set an appropriate curfew time for you depending on your age and maturity. Students are allowed to go out on weekends; however, they must return to their homestay by the time agreed. Your homestay family must know where you are going, what time you will be home and you must have your mobile phone on so you can communicate about any delays in returning home or if you are having any problems.

It is your responsibility to arrange suitable, safe transport for these activities and outings.

WHAT TIME DO AUSTRALIANS GO TO BED?



Most Australian families go to bed by 10.30pm. Although this may be earlier than students are used to, it is important that students are careful not to disturb the other members after this time.

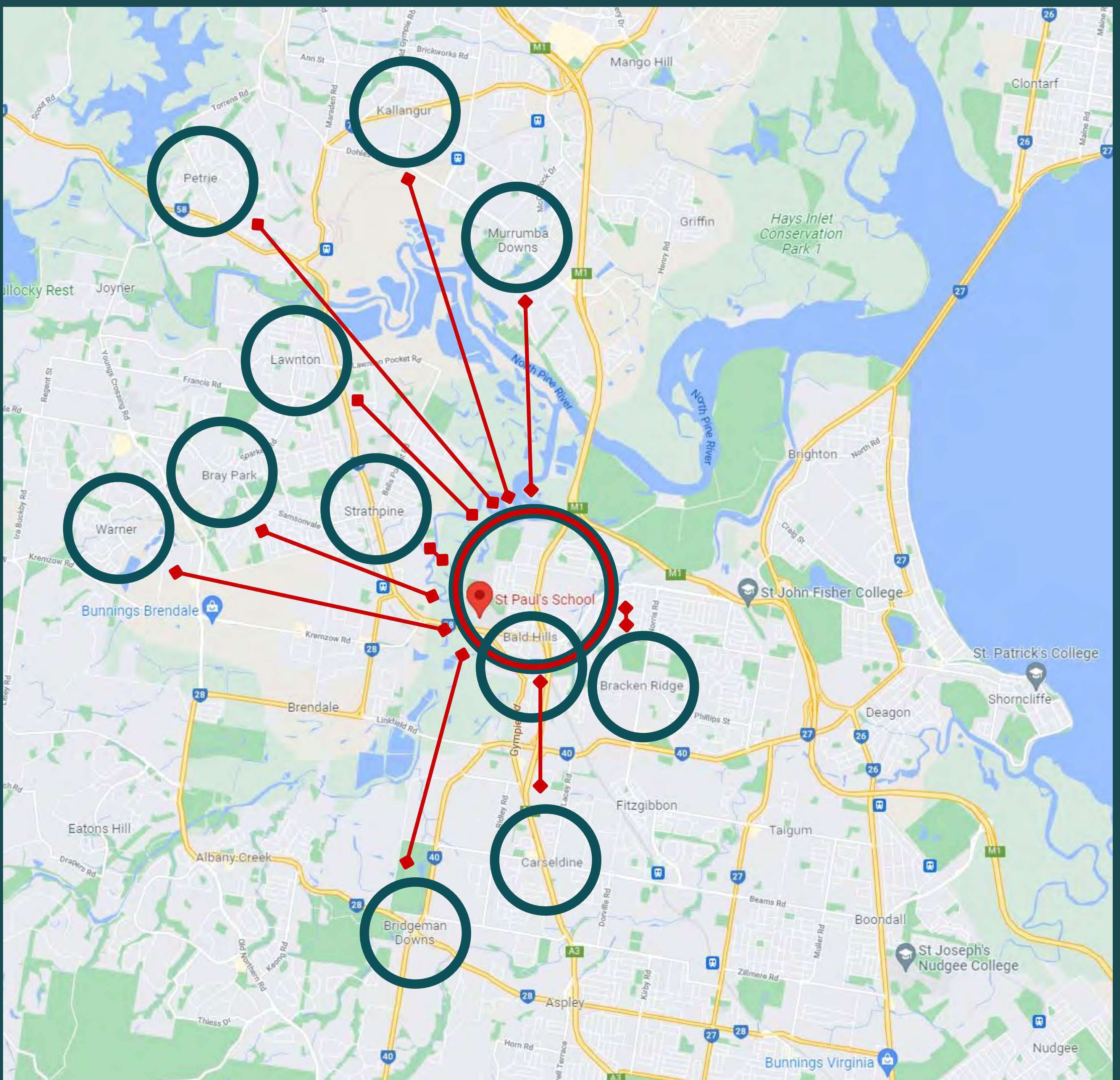
WHAT IF I WANT TO CHANGE MY HOMESTAY?

It takes time to develop relationships. We ask students to take the time to get to know their homestay. It can often take 2 - 4 weeks to really settle into your new family environment. If necessary, a change of homestay can be requested by either the student or Homestay family and should go directly to the Homestay Coordinator. In all cases, two weeks' notice is required and a change fee will apply.

Where do our homestay families live?

It is common for students in Australia to travel to and from school on public transport (bus or train), and most journeys are between 20 to 40 minutes. So, don't be worried if you think your homestay house looks a bit far from the school. St Paul's Homestay families generally live within a 30 minute travel time of the School. Some families live very close to the School and some families live a bit further away. It is very common for students in Australia to catch a bus or train to School. Below are the suburbs where most of our Homestay families live ...

Bald Hills, Bracken Ridge, Carseldine, Bridgeman Downs, Strathpine, Kallangur, Petrie, Bray Park, Lawnton and Murrumba Downs ...



Meet some of our Homestay Families

The St Paul's School homestay program has been running for over 20 years. Our homestay families are people who live in our local community and they have all been through very strict processes and checks before becoming part of our program. There will probably be some things that are very different when you live in Australia, compared to your home country. It can take some time to adjust to a new country and a new culture, but we are all here to help you settle in as quickly as possible.

Some of our families have one member and some have five or six! Some families have no children, some have small children, and some have teenage or adult children. Some families have no pets, but a lot of Australian families will have at least one dog or cat. You might already know this, but in Australia we are a very multicultural country. All our families are Australian, but they might come from a different cultural background. Below is a quick introduction to some of our current homestay families ...



The Gomez Family

The Gomez family has a Mother and two adult children (1 boy and 1 girl). The Gomez family have a beautiful house in a suburb called



Carseldine, and students living here travel to School by train or bus which takes about 20 minutes. The Gomez family have one dog and all members in the family work full time.

The Riley Family

The Riley family has a Mother and Father. They live in a suburb called Bracken Ridge, and students living here travel to School by bus which takes about 30 minutes, or they sometimes ride their bike which takes about 15 minutes. The family have one dog, a toy poodle. The Riley's are very fun and their adult children and grandchildren visit regularly to have dinner as a family.



The Parfan Family

The Parfan family has a Mother and Father, and two sons. They live in a suburb called Murrumba Downs, and students living here travel to School by train which takes about 15 minutes plus a 5 minute walk from the train station to St Paul's. The Parfan family have one small dog, and they love to play basketball with their homestay students.



The Ruegg Family

The Ruegg family has a Mother and Father. They live in a suburb called Bracken Ridge, and students living here travel to School by bicycle or bus which takes about 30 minutes. Mrs Ruegg is very supportive and picks her homestay children up from sports practice in the afternoon. The family is very active and often do outdoor activities with their homestay students. The Ruegg family have one cat.

HOMESTAY CHRISTMAS PARTY





**MEET SOME OF OUR
ST PAUL'S
STUDENTS...**

WELCOME FROM GRACE GLOWRY - GLOBAL CITIZENSHIP CAPTAIN 2022

Welcome to St Paul's School!

At St Pauls there are many opportunities for you to venture outside of your comfort zone. The school isn't about fitting in but about exploring the unique, and trying new things.



Coming from a different school, moving across the world, and learning an entirely new language is difficult, scary and takes courage. I want you to challenge your courage when you are at St Pauls, to do something you never do because it will help you meet new people and have fun.

When I first came to St Pauls I was 9, I wasn't very good at talking to people and was quite shy. Within my time here, however, I have made friends I wish to know for a lifetime, learnt about who I am and been educated in many skills outside the classroom.

I guess my overall advice to you is to continue to fail and succeed, you won't get it right all the time but when you do that is a testament of how hard you worked towards your goal.

Fail, have fun and test your courage, you never know who will be your best friend or what you love until you try it.



INTERNATIONAL STUDENT PROFILES

Ella - South Korea



Ella is from South Korea and she lives with her Aunty. Ella wakes up at 7.00am and has cereal or a bagel for breakfast. It takes Ella 30 minutes to get to School from her Aunty's house via car. Ella often eats a hamburger for lunch and traditional Korean food for dinner.

Ella is a member of the International Committee and she shares updates about her home country on the International Highlights Board at School, so students can learn more about South Korea.

It is very interesting to read!

After School each day Ella goes to tutoring.

**Ellas' tip for new students is:
"Study grammar and reading skills
before you come to Australia'.**

Eric is from Northern China and he lives with a Homestay family who have a mother and father, and grown up children who sometimes visit for family celebrations.

Eric's Homestay family often cooks a BBQ's for Eric and his friends.

Eric travels to School by Bus and on the weekends he spends time with his friends and enjoys going out for nice meals.

Eric said in Australia he learnt that he must have very short showers (around 4 minutes) as water is very important, due to droughts across the country.

Eric- China



INTERNATIONAL STUDENT PROFILES

Dream - Thailand



Dream is from Thailand and she lives with her homestay mother who takes very good care of her. Dream's homestay mother has daughters who are also St Paul's homestay families and they all get together every weekend for a family party. Dream loves going to the family parties and feels like she is a real part of their family.

Dream catches the bus to School and it takes her about 40 minutes. She doesn't like to eat breakfast but has rice and meat or sandwiches for lunch and a rice meal for dinner most nights.

Dream says when she was in School in Thailand, she studied from 7am - 4pm and then went to tutoring from 4pm-9pm, so she likes the amount of free time she has in Australia after School.

Ruki is from Japan and he lives with his homestay family very close to St Paul's. Ruki walks for about 10 minutes to get to School each day. In the morning Ruki doesn't usually like eating breakfast, but sometimes he eats waffles and fruit on the weekend. For lunch Ruki brings leftovers from dinner the night before and his Homestay mother sometimes cooks Japanese food for him for dinner - she is a good cook!

Ruki plays basketball and is on the St Paul's basketball team. He trains before School and plays with his friends after School.

Ruki says School in Australia is very different to School in Japan. He thinks School in Japan can be very strict and he can have more fun with his friends in Australia.

Ruki - Japan



INTERNATIONAL STUDENT PROFILES

Lee - China



Lee is from China and he is the Captain of the International Committee. Lee lives close to the School with his homestay family and it takes him about 15 minutes to walk from his house. Lee is a member of the Badminton Club and the School Swimming Team.

After School each day Lee goes to the gym with his friends and often goes swimming at the local pool. For breakfast Lee eats toast or cereal with milk. He usually has leftovers from dinner for lunch or he might buy something from the School Tuckshop (canteen). Lee and his homestay family usually eat chicken and rice or vegetables for dinner.

Lee's advice for new students is:

"Don't be shy or scared to talk to anyone when you first arrive. Don't be scared to use your English even if you are still learning. Everyone at St Paul's is very friendly, patient and kind and no-one will judge you. You should also feel comfortable to ask people to talk more slowly if this will help you."

Minnie is from Hong Kong and she lives with a St Paul's homestay family. Her homestay family has a mother, father and two young children.

Minnie has lived with this family since she arrived in Australia two years ago, and they do lots of fun things together like going camping and having family parties.

Minnie wakes up at 6.40am and gets the bus to School each day. On most days Minnie eats rice for breakfast, a sandwich for lunch and some pasta for dinner, which she eats at the dining table with her homestay family.

At School, Minnie is involved in sport, and she plays Volleyball in the School team every Saturday. After School if she is not at sport training, she goes straight home to study.

Minnie - Hong Kong



Connect with St Paul's School before you arrive via the following **social media accounts!**

(if you have access)



Instagram Accounts

- @spspumas
- @spisbrisbane
- @musicsp
- @geiselibrary
- @thinkcie
- @sciencesps
- @spsfoodtech
- @spsdesigntech
- @spshpe
- @stpaulsschoolvisualculture

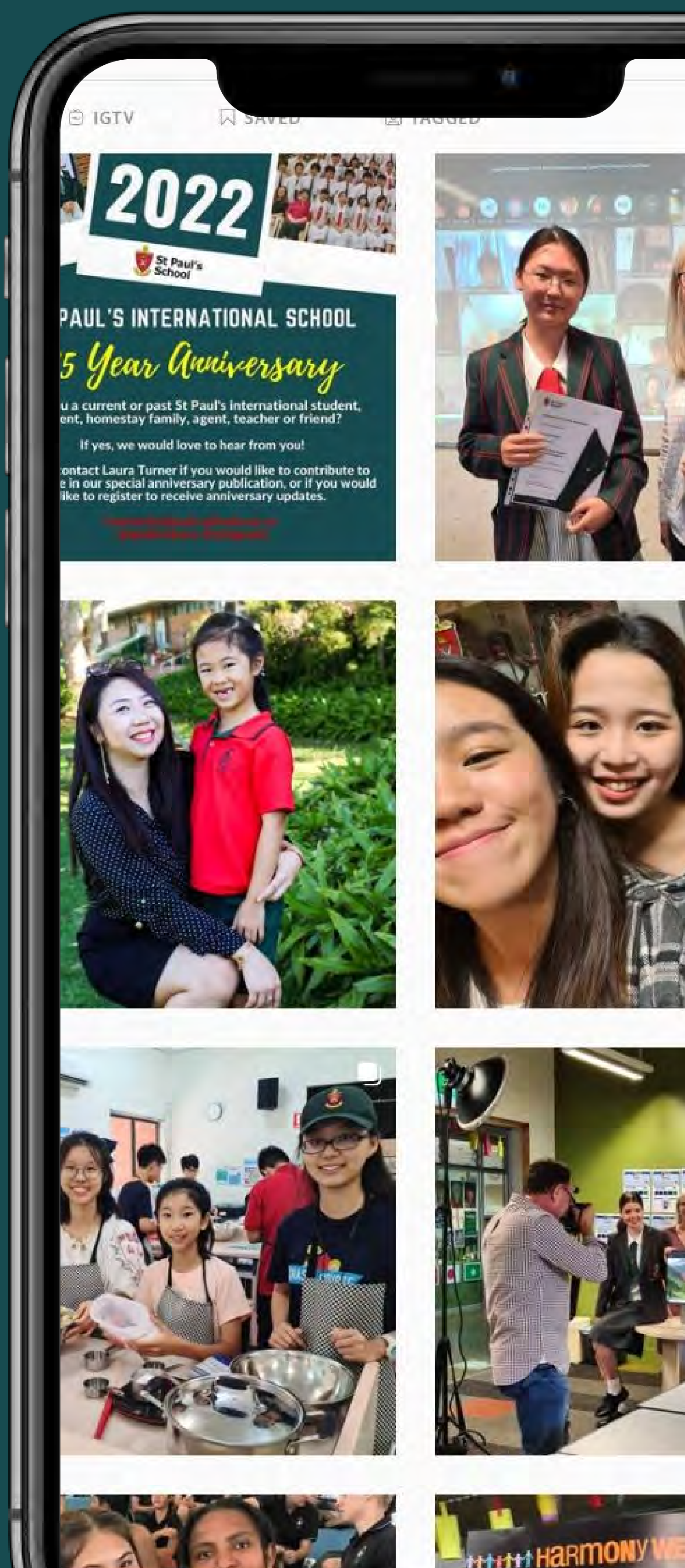


Facebook Account

@STPAULSat4036

You can also view and sign up to
receive our e-news at:

<https://www.stpauls.qld.edu.au/newsletter/>



Asking for help at St Paul's School

At St Paul's every Teacher and staff member is here to help you!

When you first arrive, you will see the three people below the most, and they will always be here to support you throughout your time at the School (visit them in the International School)...



Mrs Kathleen Power
Director of International Education

k.power@stpauls.qld.edu.au

Mrs Power can help you with any questions about your academic program, and about being an international student at St Paul's



Mrs Sharon Sutherland
Homestay Coordinator

s.sutherland@stpauls.qld.edu.au

Mrs Sutherland is the St Paul's Homestay Co-ordinator and is available to discuss homestay questions and issues. In case of an emergency, Mrs Sutherland can be contacted by phone on 0417 706 504.



Miss Laura Turner
Registrar (International)

l.turner@stpauls.qld.edu.au

Miss Turner can assist with any general questions, as well as visa and enrolment questions. She can also assist with communication with your agent, guardian or parents overseas if required, and with enquiries related to health insurance or any general questions.



Miss Sachi Nakashima
International Services Officer

s.nakashima@stpauls.qld.edu.au

Miss Nakashima sits in the reception of the International School and she can assist with any general questions you have. Miss Nakashima will be the person who helps you with orientation and getting settled at St Paul's.

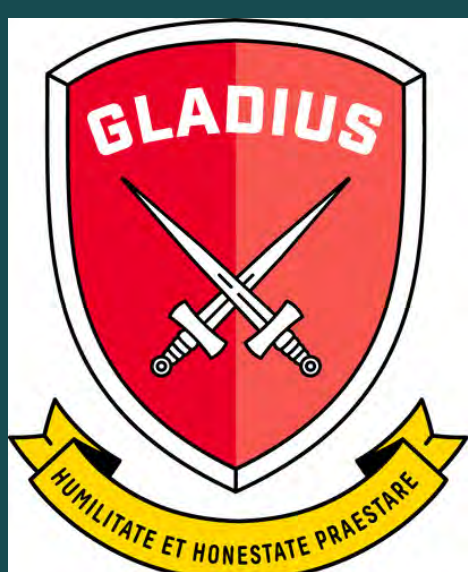
Feel free to visit us **any time**, the
International School Office (Sutton Building)
is always open for you.

House System

- All students at St Paul's School are placed into a House – Boek, Gladius, Mitre, Scudo or Taja
- Every House has a House Leader
- Your House is like a 'Team' - similar to Harry Potter (Gryffindor, Slytherin, Hufflepuff etc.)
- You will wear a House polo shirt for events such as swimming carnivals and other events
- The Houses were established in 2016, with names that reflect the cultural heritage of the school
- They also reference the School Crest
- Students in Years 7-12 will also join a Tutor group within their House
- This Tutor group will have students in all Year levels from Year 7 - 12 (vertical Tutor group)
- Each group is led by a Tutor and a Co-Tutor (two staff members per Tutor group)



- **Boek House**
- House Leader: Mrs Lisa Bolger
- House Shirt Colour: **Yellow**
- Meaning: The scroll
- (Boek – from Afrikaans; signifying wise leaders & storytellers)



- **Gladius House**
- House Leader: Mr Tim Hughes
- House Shirt Colour: **Red**
- Meaning: Crossed swords
- (Gladius - Roman for sword; representing St Paul)



- **Mitre House**
- House Leader: Mr David Fenwick
- House Shirt Colour: **Black**
- Meaning: The bishop's Mitre (from English; signifying leaders and protectors)



- **Scudo House**
- House Leader: Mrs Sophie Hughes
- House Shirt Colour: **White**
- Meaning: The shield
- (Scudo - Italian for shield; signifying defenders and protectors)



- **Taja House**
- House Leader: Mr Des Hylton
- House Shirt Colour: **Green**
- Meaning: The martyr's crown
- (Taja - Punjabi for crown; signifying sacrificial leadership)

SCHOOL EXPECTATIONS



SCHOOL UNIFORM

It is expected that students take pride in the St Paul's School uniform, ensuring that the uniform is clean, tidy and worn correctly at all times. Jewellery and hair regulations are printed in your School Diary. Blazers (and ties for boys) are to be worn in Terms 2 and 3.



On your first day of School, we will take you to purchase your uniform.

Important:

- Please bring AU\$900 cash or a credit card to purchase your uniforms
- Please bring a pair of black leather lace-up school shoes with you
- School shoes are not available to purchase from the uniform shop
- You must wear your blazer to and from School in Term 2 and 3.



Class Times

- School commences at 8.35am each weekday and finishes at 3.10pm
- Students should arrive to School by 8.20am
- Punctuality is expected of students and staff
- Students who arrive late must report to the Main Reception (Tooth) to sign in
- St Paul's School has a two week timetable
- We start the term in Week 1, then 2, then back to 1 etc.
- The timetable times are below:

Week One					
	Monday	Tuesday	Wednesday	Thursday	Friday
House	8:35-9:10	8:35-8:55	8:35-8:55	8:35-8:55	8:35-8:55
1	9:15-9:50	9:00 - 9:50	9:00-9:50	9:00-9:50	9:00-9:50
2	9:55-10:45	9:55-10:45	9:55-10:45	9:55-10:45	9:55-10:45
Morning Tea	10:45-11:05	10:45-11:05	10:45-11:05	10:45-11:05	10:45-11:05
3	11:05-11:55	11:05-11:55	11:05-11:55	11:05-11:55	11:05-11:55
4	12:00-12:45	12:00-12:45	12:00-12:45	12:00-12:45	12:00-12:45
Lunch	12:45-1:30	12:45-1:30	12:45-1:30	12:45-1:30	12:45-1:30
5	1:30-2:20	1:30-2:20	1:30-2:20	1:30-2:20	1:30-2:20
6	2:25-3:10	2:25-3:10	2:25-3:10	2:25-3:10	2:25-3:10

Week Two					
	Monday	Tuesday	Wednesday	Thursday	Friday
House	8:35-8:45	8:35-8:55	8:35-8:55	8:35-8:55	8:35-8:55
1	8:50-9:50	9:00-9:50	9:00-9:50	9:00-9:50	9:00-9:50
2	9:55-10:45	9:55-10:45	9:55-10:45	9:55-10:45	9:55-10:45
Morning Tea	10:45-11:05	10:45-11:05	10:45-11:05	10:45-11:05	10:45-11:05
3	11:05-11:55	11:05-11:55	11:05-11:55	11:05-11:55	11:05-11:55
4	12:00-12:45	12:00-12:45	12:00-12:45	12:00-12:45	12:00-12:45
Lunch	12:45-1:30	12:45-1:30	12:45-1:30	12:45-1:30	12:45-1:30
5	1:30-2:20	1:30-2:20	1:30-2:20	1:30-2:20	1:30-2:20
6	2:25-3:10	2:25-3:10	2:25-3:10	2:25-3:10	2:25-3:10



Term Dates [2021 and 2022]



2021

- Term 1 - Monday 25 January - Thursday 1 April
- Term 2 - Tuesday 20 April - Friday 18 June
- Term 3 - Tuesday 13 July - Friday 17 September
- Term 4 - Tuesday 5 October - Friday 3 December

2022

- Term 1 - Monday 24 January - Friday 1 April
- Term 2 - Wednesday 20 April - Friday 17 June
- Term 3 - Tuesday 12 July - Friday 16 September
- Term 4 - Tuesday 4 October - Friday 25 November

Travel During the School Holidays

Students may return home during the School holiday breaks, however you must make sure that your flight leaves Australia after the last day of Term, and you must arrive back before the new Term begins. All students must return home during the Christmas summer holiday break, as the Homestay Program closes during the time.

A travel form will be sent to you by the Homestay Coordinator, before each holiday requesting your flight details.

Transport: You must organise your own way to and from the airport during breaks (you might like to talk to your homestay family and ask if they can help you).

Attendance



- Attendance is a serious matter
- Students are required to attend their lessons each day of the School week for the entire School day
- You must attend for your English and your academic progress to continue to improve
- It is also a requirement of your student visa that your attendance rate is satisfactory
- International students who breach their attendance requirements will be given a warning
- If unsatisfactory attendance continues, they may be reported to the Department of Immigration
- This could result in their visa being cancelled

- If a student is absent from school, the absence must be lodged online via Parent Lounge
- Parents/Homestay families can also call 3261 1388 to report an absences
- A Doctor's Certificate is required if a student is absent for two or more days

- If a student is excluded/suspended for misbehaviour, this will be recorded as an absence

- The term dates are set one year in advance and must be adhered to
- The School will not allow students to leave before the end of term or to return late from vacation
- Parents must apply in writing to the House Leader for special leave before it can be discussed

Behaviour at School

- Students are expected to behave in a respectful manner to other students and staff at all times
- This means that it is important to be punctual and to listen carefully to instructions
- If a student is not clear about something, they should ask their class teacher for clarification
- Homework is an integral part of the program and must be completed on time
- Each student will receive a School Diary in which to write homework tasks
- The school uniform must be worn correctly
- Students are to speak English only in class (unless in Japanese/Chinese classes)
- Students must ask teachers before they borrow any textbooks or equipment
- No eating or drinking is allowed in the classrooms
- Chewing gum is not allowed on the school grounds
- Smoking and alcohol are prohibited
- Students must remain on the School grounds once they arrive at School
- Students may not leave the school grounds during lunch times
- Students must follow all rules in their Homestay contract
- Students leaving School early for an appointment must be signed out at the Tooth Reception
- You will be given a School Diary which has all of the Schools Rules and School Code of Conduct in it



Student ID Cards

On your first day at School, you will receive a Student ID Card, like the one below ...



- You should keep this card with you all the time
- You will need this card for printing at School
- You will also need this card to buy your Go Card (public transport card)
- This card entitles you to student fares on public transport and to discounts at cinemas etc.

Money at School

- You should not bring large sums of money to school
- If you must bring money to school, please ask Miss Turner to look after it for you
- The School Tuckshop and Coffee shop both take EFTPOS (no cash needed)
- Any other items of high value should also be given to Miss Turner for safety reasons



Hair, Jewellery, Makeup and Nail Polish

- Hairs must be kept clean, well groomed, and of a natural colour
- Boys
 - Hair must be of a conservative length and cut
 - Hair should not be on your face or ears
 - Hair should not be longer than your collar
 - Boys need to be clean shaven (no facial hair)
- Girls
 - Girls with hair below the collar must tie their hair back
- Jewellery
 - Boys may wear a watch only - no other jewellery
 - Girls may wear a watch and also a single pair of sleepers/stud earrings
- Makeup & Nail Polish
 - No makeup is to be worn at School
 - Fingernails are to be kept short and clean
 - Nail polish is not permitted



Laptop Requirements

You will need to buy your own laptop before starting at St Paul's. Your laptop should meet the following specifications:



- be either a Windows 10 or Apple laptop
- have 16GB of RAM,
- an i5 processor,
- a 256GB SSD hard drive,
- a 13" monitor and
- support 802.11ax wifi
- It must have ports that allow the device to connect to USB peripherals and an HDMI based display. Some laptops [in particular Apple laptops] may require adaptors [such as USB-C to USB] to achieve this. Such adaptors can be purchased either through the Datacom portal [under accessories] or from retailers.

You should bring your laptop with you on your first day, and we will help you to set you up on the school network, and show you how to use all of the School systems.

Mobile Phone Policy

- In the secondary school students may choose to bring a phone to school (at their own risk)
- The school accepts no liability for loss of or damage to mobile devices
- Students must give their mobile number to their homestay and the Homestay Co-ordinator
- Students in Years 7-10 must keep their phones in lockers during the day, unless a teacher specifically allows them to use it during class for an educational purpose. These phones are not to be accessed during the school day.
- Students in Years 11-12 will be permitted to carry phones with them if they choose, and to use their phones during breaks but not during lessons. Students should expect that teachers may ask them to store their phone in a dedicated location for the duration of each lesson.
- Mobile phones must be kept on silent mode and kept out of sight during classroom lessons
- Mobile phones must not be brought into exams or class assessments
- Mobile phones must not be used inappropriately;
- Students should never photograph or record any person without their express permission
- Mobile devices are not to be used in changing rooms or toilets or used in any situation that may cause embarrassment or discomfort to their fellow students, staff or visitors to the school
- Headphones (wireless or other) shall not be used by students during lessons, or any assembly, chapel service, flex lesson etc, unless the teacher has given specific permission to do so
- Hot-spotting or remote Wi-Fi: At no times on the school grounds should a student use their mobile phone internet access to visit sites banned by the school network

School Facilities

St Paul's School has a 125 acre campus and many wonderful facilities that students are welcome to use. Please see the sports & extra-curricular section of this booklet for information about the different sports, clubs and activities you can join.

- **The School Library** is open from 8.00am to 4.30pm on Mondays – Thursdays and 8.00am - 3.30pm on Fridays. To borrow books from the Library, you should take your student ID card with you.
- **Sippers Coffee Shop** is located right next to the International School. Sippers is open daily during term time, selling coffee and snacks. The opening hours are weekdays from 8.00am – 2.00pm. Students can visit Sippers before and after School. Year 11 and 12 students can also visit Sippers during break times. You should not sit on the Sippers Deck unless you have purchased something.
- **School Tuckshop** Students are able to buy food or drink from the School tuckshop during break times. Please note the following rules:
 - Each student is to purchase his/her own food items from the Tuckshop
 - A school hat must be worn, otherwise you will not be served
 - Students should wait quietly and in an orderly fashion
 - Students must be courteous and show proper respect
 - The tuckshop does not accept notes larger than \$20
 - EFTPOS is available
 - We also have an online system called Flexischools
- **Golf Driving Range** With over 125 acres of space, St Paul's is one of the only schools in Brisbane to have a driving range facility. St Paul's golf driving range is available for all staff and students and includes a grass hitting tee plus 4 target greens
- **Chapel** The St Paul's Chapel is a hub for many activities in the School community and is an outward model of the School's Christian foundations and is the focal point for worship at St Paul's School.
- **Walker Centre** The multi-purpose indoor centre at St Paul's School is a state-of-the-art venue for sports, music, theatre and events. Fully air conditioned and with retractable tiered seating for over 1,000 people, as well as markings for volleyball, netball and basketball, the Walker Centre is an enviable venue for sporting competition as well as major events. The venue also includes a large stage with significant backstage and dressing room facilities meaning theatrical productions and musicals are able to be held in a wonderful venue.
- **Centre for Innovators and Entrepreneurs** Our on-site startup precinct fosters the growth of students and adults (including parents) seeking to solve big problems. The CIE encourages a mindset that 'dares to begin' by providing resources to empower and support students to think like entrepreneurs.

School Facilities



Child Protection

Anglican Schools and Education & Care Services are committed to providing environments where children and young people receive the highest standard of care, where their rights are supported, and they have the opportunity to thrive and be fruitful.

Such environments nurture and safeguard the intelligence, dignity, safety and wellbeing of each child or young person, by placing them at the centre of thought, values and actions.



If you have concerns for yourself or another student at the school, you should discuss these concerns with the Headmaster or one of the Student Protection Officers listed below:



Marianne Conolly
Director of Junior School
m.connolly@stpauls.qld.edu.au
3261 1388



Amanda Pashen
School Counsellor
a.pashen@stpauls.qld.edu.au
3261 1388



Karen Semple
School Counsellor
k.semple@stpauls.qld.edu.au
3261 1388



Sharon Sutherland
Homestay Coordinator
s.sutherland@stpauls.qld.edu.au
3261 1388



Tim Hughes
Acting House Leader - Gladius
t.hughes@stpauls.qld.edu.au
3261 1388

Student Protection Officer Profile

Mrs Sharon Sutherland



I am a Student Protection Officer. If you are ever worried about your safety, or you are worried about a friend, please contact me or come and visit me in the International School.

我是学生保护官。如果你担心你的安全，或者担心朋友的安全，请联系我或来国际学校找我。

私は学生保護官です。自分の安全が心配な場合や、友達が心配な場合は、私に連絡するか、インターナショナルスクールに来てください

저는 학생보호담당관입니다. 혹시라도 자신의 안전이 걱정되거나 친구가 걱정된다면 저에게 연락을 주시거나 국제학교로 오시기 바랍니다.

ฉันเป็นเจ้าหน้าที่คุ้มครองนักเรียน หากคุณกังวลเกี่ยวกับความปลอดภัยของคุณหรือกังวลเกี่ยวกับเพื่อน โปรดติดต่อฉันหรือมาพบฉันที่โรงเรียนนานาชาติ

Email: s.sutherland@stpauls.qld.edu.au

Phone: 3261 1388

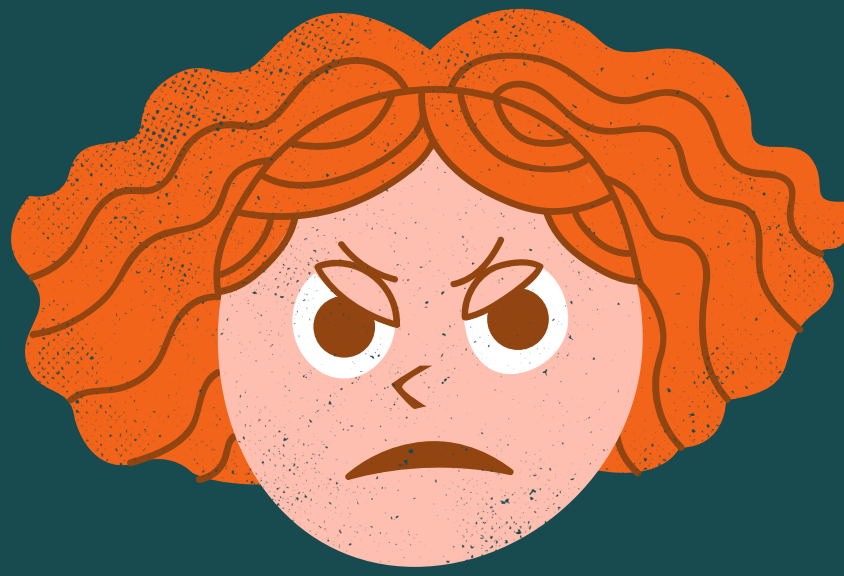
Office: International School



How do you feel today?



calm



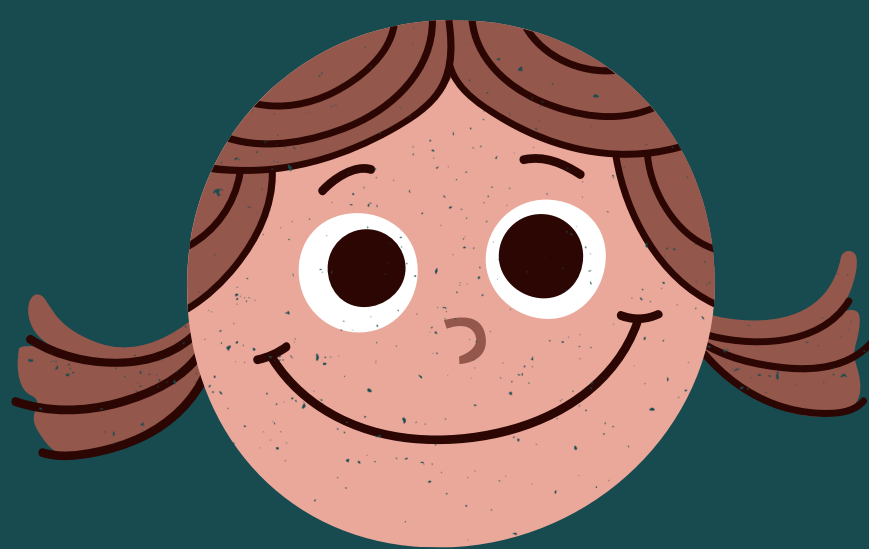
angry



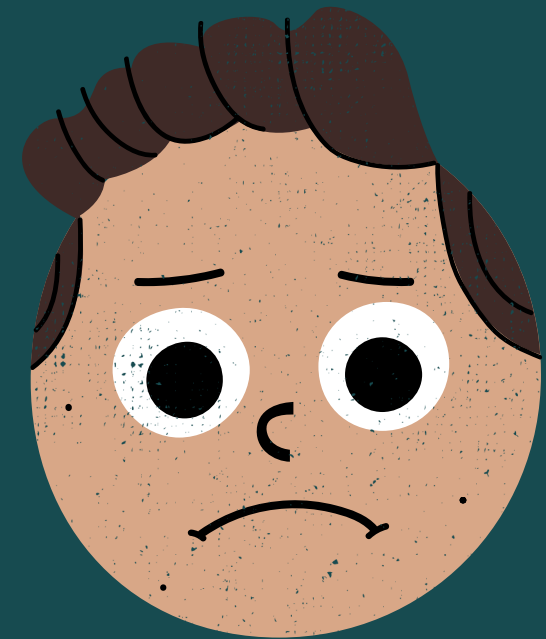
sleepy



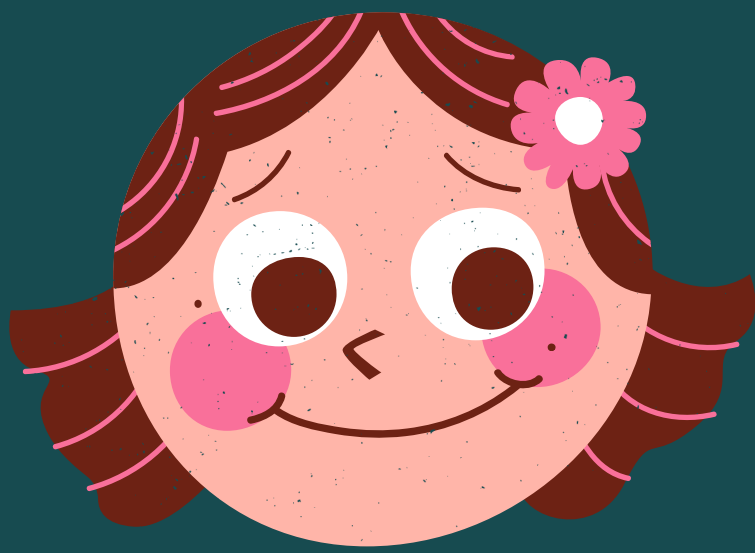
sad



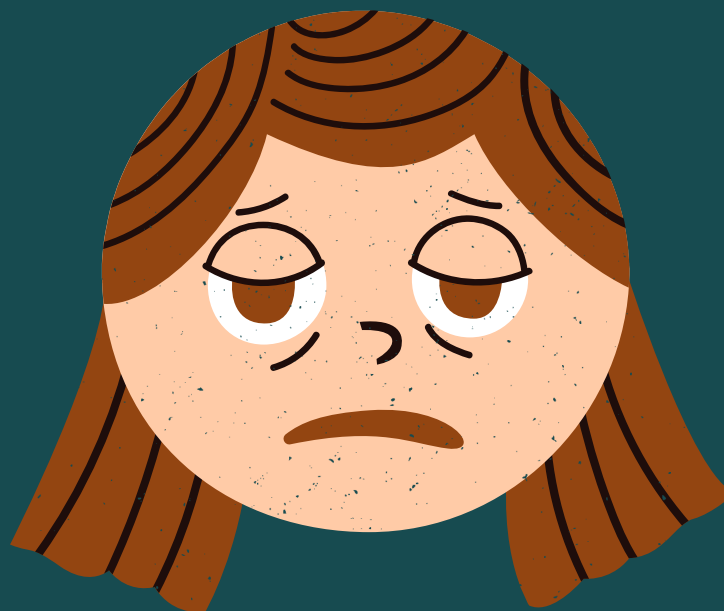
happy



worried



shy



tired



shocked



proud



hurt



afraid

Culture Shock & Home Sickness



Information gathered from the headspace 'International Students' more Information Pack' - used with permission from the Youth Reference Group at headspace Bondi Junction



Culture Shock

Students who are a long way from home may experience cultural shock resulting from being immersed in a culture very different to their own. You may be dealing with an unfamiliar place, a different climate and new accommodation. Also, cultural norms, values and beliefs may be different and sometimes some people may feel socially, culturally or racially excluded in the new environment.

Culture shock is the feeling of disorientation and loneliness that you may feel when moving to a new place and being in a new environment. It's very common to experience culture shock, it may last a few days or longer. You may feel nervous, sad, lonely, overwhelmed and disconnected. These feelings can pass with time and feeling more settled.

Here are things you can do to help manage feelings related to culture shock:

- Keep in contact with friends and family back home – trying calling, emailing or messaging.
- Talk with the staff at your School
- Make your room in Australia feel like home, for example, you may like to decorate your room and have some photographs of friends and family on display.
- Try to keep yourself busy, but also give yourself time to relax.
- Remind and reassure yourself, experiencing culture shock (and feeling homesick) is normal. It is likely the intensity and frequency of these feelings will pass and you can find ways to overcome them.
- Exercise, eat well and sleep well.
- Try new things and get involved with your institution's clubs and societies. It's a great chance to meet new people.

Culture Shock & Home Sickness



Information gathered from the headspace 'International Students' more Information Pack' - used with permission from the Youth Reference Group at headspace Bondi Junction



Home Sickness

It's totally normal to feel homesick! In fact, it's likely that at some point you will miss home... this may change from time to time in intensity. It's important to remember that it is normal and okay to miss your life, your routine, your family and friends, and the familiarities of home.

You might like to try:

- Remind yourself that it is normal and okay to feel homesick!
- Connect to other new students – domestic or international (maybe they can share their experience of managing these feelings).
- Write down things that you have found interesting or enjoyable in your new home here in Australia.
- Look into new opportunities (activities, meet-ups, volunteer, groups and clubs).
- Explore your new environment (find your local park or café).
- Decorate your new room!
- Make sure you're taking care of yourself, including trying to eat and sleep enough and well.
- Stay connected with your friends and family at home (chat to them over the phone or Skype, send them messages, write emails and letters, etc.)
- Try to continue with some of the things you did at home, like cooking, religious practices, exercise, etc. - if it's possible!
- Remind yourself that feelings change and although feeling homesick can be really tough, it's normal and it's likely that with some support and positive and proactive thinking and action – you can feel more settled in your new home!



YOUR MENTAL HEALTH MATTERS

FREE SUPPORT OUTSIDE OF SCHOOL HOURS

At St Paul's we have two School Counsellors and students can make an appointment to meet with them if they would like to discuss any concerns they are having.

If you are worried or feel like you need some support outside of School hours, or you feel like you need someone else to talk to, you can access the free services below when you are in Australia:

For free support outside of school hours:

- Kids Helpline 1800 55 1800 📞
- Lifeline 13 11 14 📞
- eheadspace <https://headspace.org.au/eheadspace/>

Helpful Resources for Information

Kids Helpline <https://kidshelpline.com.au/>

Beyond Blue <https://www.beyondblue.org.au/>



Academic Program

• High School Preparation (HSP) Program

- If you are joining our HSP Program when you first arrive at St Paul's, you will have your classes in the International School (Sutton Building)
- The HSP Program is for students who are continuing to develop their English language skills for success in mainstream studies
- During this program you will study Reading, Writing, Speaking, Listening, English for Maths, English for Science, and you might also study some specialty subjects like Art, Food Technology and PE

• Secondary School Program (Years 7 – 12)

- If you are joining St Paul's and entering directly into Years 7 – 12, you will have classes all over the School campus
- Subject Selection Handbooks for Years 7 to 12 can be accessed at: <https://www.stpauls.qld.edu.au/secondary-school/>

• Years 7 - 9

- If you are joining us in Years 7 or 8, you will study 7 Core Subjects + 7 Business, Technologies & Arts subjects across the two years
- Year 9 students will study the same core subjects, and will choose 4 electives from the Business, Technologies & Arts subjects

• Year 10

- In Year 10, you will study 4 core + 2 school subjects + ESL + 1 elective

• Year 11 - 12

- In Year 11 and 12, you will study 5 subjects + ESL



QUEENSLAND CERTIFICATE OF EDUCATION (QCE)

THE QUEENSLAND CERTIFICATE OF EDUCATION (QCE) IS QUEENSLAND'S SENIOR SECONDARY SCHOOLING QUALIFICATION.

IT IS INTERNATIONALLY RECOGNISED AND PROVIDES EVIDENCE OF SENIOR SCHOOLING ACHIEVEMENTS.

PLEASE VISIT THE QUEENSLAND CURRICULUM AND ASSESSMENT AUTHORITY (QCAA) WEBSITE FOR MORE INFORMATION ABOUT THE QCE:



PLEASE VISIT THE QCAA 'PLANNING YOUR PATHWAY' WEBSITE FOR INFORMATION ABOUT QCE ELIGIBILITY AND TERTIARY ENTRANCE REQUIREMENTS:



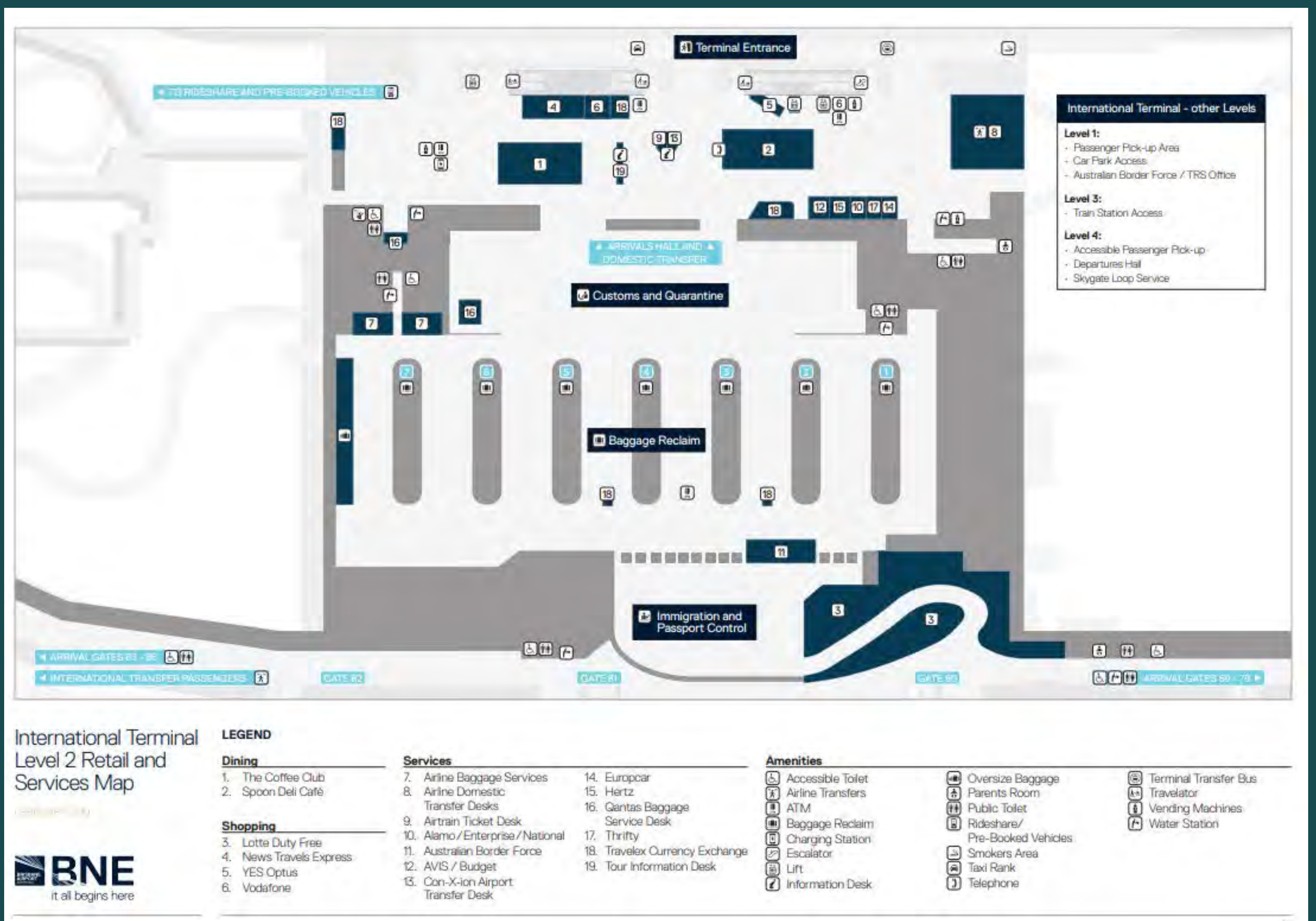
PRE-DEPARTURE & ARRIVAL INFORMATION



**WELCOME TO
AUSTRALIA!**

Before Leaving Home:

- Make sure you have copies of the following with you at the airport:
 - Passport
 - Visa Grant Notice
 - CoEs
 - CAAW letters (if you will be a homestay student)
 - Airline Tickets
 - Overseas Health (OSHC) Insurance Details
 - Travel Insurance Details
 - English translation of any prescriptions/medication
 - Confirmation of your transport arrangements from the airport
 - Your address in Australia if you are living with your parent
 - Your homestay family address (if you are living in homestay)
 - Emergency contact information
- Visit <https://www.bne.com.au/passenger/shop-dine-explore/terminal-maps> to view the Brisbane airport terminal maps:



At Brisbane Airport:

- Please visit the Brisbane airport International Arrivals website for the most up to date information and to confirm any necessary declarations/documentation you will require: www.bne.com.au/passenger/passenger-information/international-arrivals
- All people arriving into Australia must complete an Incoming Passenger Card (this card is usually given to you on the plane)
- Below is an example of the Incoming Passenger Card you will have to complete before you enter Australia. You can view this card in other languages at: www.abf.gov.au/entering-and-leaving-australia/crossing-the-border/at-the-border/incoming-passenger-card-ipc

Incoming passenger card • Australia

PLEASE COMPLETE IN ENGLISH WITH A BLUE OR BLACK PEN

▶ Family/surname

▶ Given names

▶ Passport number

◆ Flight number or name of ship

▶ Intended address in Australia

State

▶ Do you intend to live in Australia for the next 12 months? Yes No

▶ If you are **NOT an Australian citizen**:

Do you have tuberculosis? Yes No

Do you have any criminal conviction/s? Yes No

PLEASE ✕ AND ANSWER EVERY QUESTION – IF UNSURE, Yes ✕

▶ Are you bringing into Australia:

1. Goods that may be prohibited or subject to restrictions, such as medicines, steroids, illegal pornography, firearms, weapons or illicit drugs?	Yes	No
2. More than 2250mL of alcoholic beverages or 25 cigarettes or 25g of tobacco products?	Yes	No
3. Goods obtained overseas or purchased duty and/or tax free in Australia with a combined total price of more than AUD\$900, including gifts?	Yes	No
4. Goods/samples for business/commercial use?	Yes	No
5. AUD\$10,000 or more in Australian or foreign currency equivalent?	Yes	No

Note: If a customs or police officer asks, you must report travellers cheques, cheques, money orders or other bearer negotiable instruments of any amount.

6. Meat, poultry, fish, seafood, eggs, dairy, fruit, vegetables?	Yes	No
7. Grains, seeds, bulbs, straw, nuts, plants, parts of plants, traditional medicines or herbs, wooden articles?	Yes	No
8. Animals, parts of animals, animal products including equipment, pet food, eggs, biologicals, specimens, birds, fish, insects, shells, bee products?	Yes	No
9. Soil, items with soil attached or used in freshwater areas e.g. sports/recreational equipment, shoes?	Yes	No
▶ 10. Have you been in contact with farms, farm animals, wilderness areas or freshwater streams/lakes etc in the past 30 days?	Yes	No
▶ 11. Were you in Africa, South/Central America or the Caribbean in the last 6 days?	Yes	No

DECLARATION

The information I have given is true, correct and complete. I understand failure to answer any questions may have serious consequences.

YOUR SIGNATURE

_____ Day Month Year

TURN OVER THE CARD ▶

English

YOUR CONTACT DETAILS IN AUSTRALIA

Phone ()

E-mail

Address OR State

EMERGENCY CONTACT DETAILS (FAMILY OR FRIEND)

Name

E-mail, Phone OR Mail address

PLEASE COMPLETE IN ENGLISH

▶ In which country did you board this flight or ship?

◆ What is your usual occupation?

▶ Nationality as shown on passport

▶ Date of birth Day Month Year

▶ PLEASE ✕ AND ANSWER A OR B OR C

A Migrating permanently to Australia

MAKE SURE YOU HAVE COMPLETED BOTH SIDES OF THIS CARD. PRESENT THIS CARD ON ARRIVAL WITH YOUR PASSPORT.

B Visitor or temporary entrant

▶ Your intended length of stay in Australia Years Months Days OR

▶ Your country of residence

▶ Your main reason for travel (✕ one only)

Convention/conference	1	Visiting friends or relatives	3	Education	5	Holiday	7
Business	2	Employment	4	Exhibition	6	Other	8

C Resident returning to Australia

▶ Country where you spent most time abroad

▶ Country where you spent most time abroad

Information sought on this form is required to administer immigration, customs, quarantine, statistical, health, wildlife and other currency laws of Australia and its collection is authorised by legislation. It will be disclosed only to agencies administering these areas and authorised or required to receive it under Australian law. Form 1442i Privacy notice is available from <https://immi.homeaffairs.gov.au/help-support/departmental-forms>

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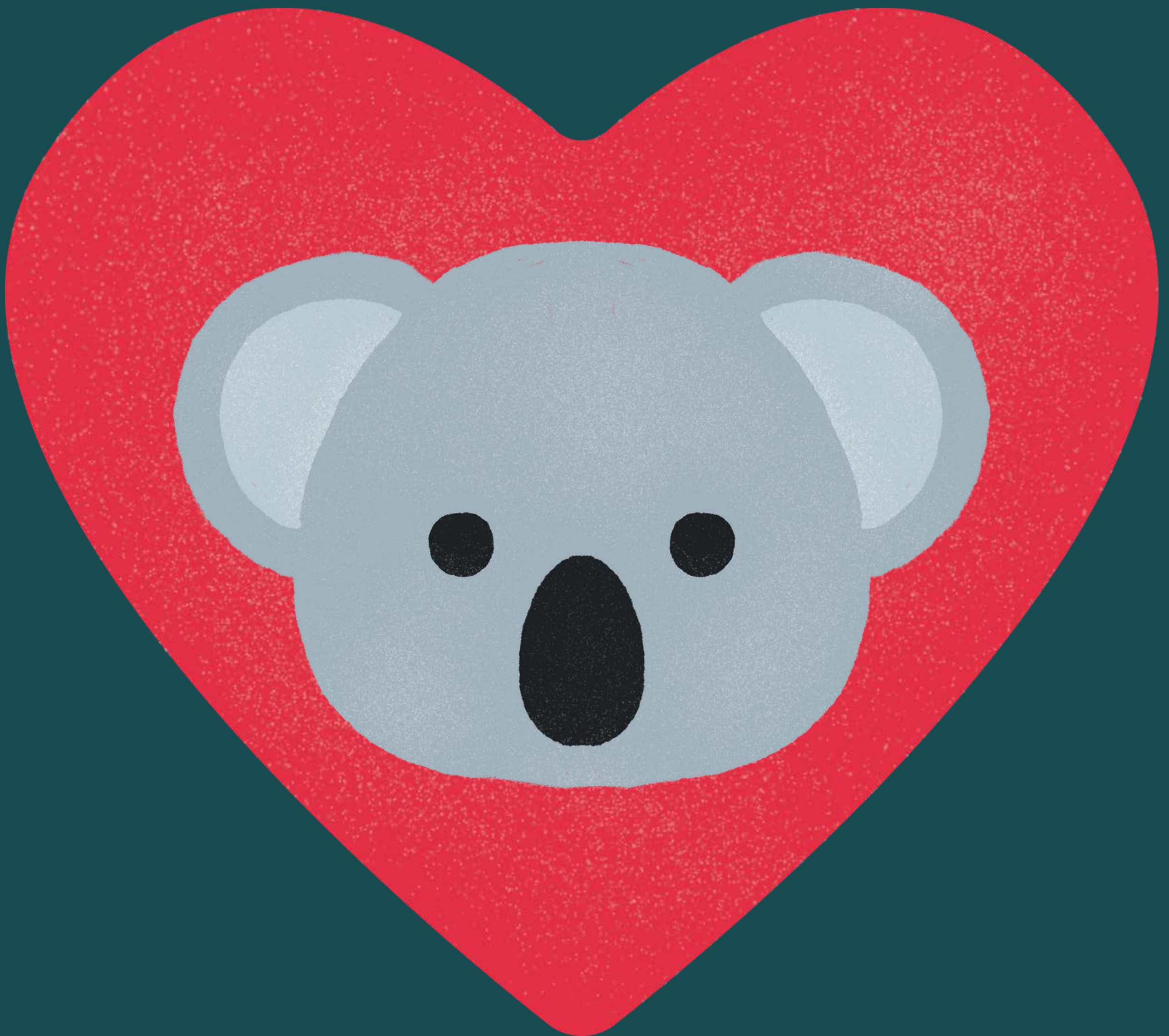
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15 (Design date 07/19)

On arrival into Australia (Brisbane airport)

- **Health screening** - After disembarking the aircraft, you will be meet by Queensland Health staff for a temperature check and health screening
- **Passport Control** - Passengers will then proceed to passport control for immigration processing
- **Collect your checked baggage** - Proceed to the arrivals hall to collect your baggage. Check the flight arrivals screens for your flight number and allocated baggage carousel. Complimentary luggage trolleys are available for your use at the International Terminal.
- **Biosecurity and Customs** - To help protect Australia's pristine environment, Australian Department of Agriculture and Water Resources and Australian Border Force Officers screen all incoming international passengers and their belongings. Your bags may be checked by Australian Border Force and/or Department of Agriculture Biosecurity Officers, who work with Brisbane Airport to detect prohibited, restricted or dutiable goods, and biosecurity risk items such as animal and plant material. It is mandatory to declare certain items on your Incoming Passenger Card, and penalties may apply for failing to do so.
- Australian Border Force and/or Department of Agriculture Biosecurity Officers' checks may include X-ray, Detector Dogs and/or Physical inspection
- **Use of cameras and mobile phones**
 - Passengers may use their cameras or mobile phones unless:
 - they are undergoing a clearance process
 - they are asked not to by an Border Force officer.



LIFE IN BRISBANE, AUSTRALIA



Aussie Slang



g'day!

hello

broolly
umbrella

CROOK

being ill

Brekky
BREAKFAST

chook

CHICKEN

BICCY

biscuit

Sunnies

SUNGLASSES

NO WORRIES!

no problem / it's ok!

THONGS

flip flops

Chrissie

CHRISTMAS

lollies

sweets / candy

dunny

TOILET

swimmers

swimsuit



Arvo

AFTERNOON



barbie

BARBEQUE

snag

SAUSAGE

Brisbane

Welcome to Brisbane, Australia!

Brisbane is the capital city of Queensland and it is a very beautiful city!



St Paul's School is about 25 - 30 minutes north of the Brisbane CBD.

Weather in Brisbane



- Brisbane weather is beautiful all year, but remember the Australian sun is very strong!
- Please wear sunscreen when you are outside
- You must wear a hat at School

Summer (December - February) - **21 - 30°C**

Autumn (March - May) - **15 - 25°C**

Winter (June - August) - **11 - 21°C**

Spring (September - November) - **15 - 25°C**



Brisbane has a population of approximately 2.6 million people





Brisbane

Languages in Brisbane

People in Brisbane generally speak English, however we do have a very multicultural population, so you may hear other languages being spoken.

If you need help with translation during your time in Australia, you can call 131 450.

Power Points and Adaptors



The Queensland electrical current is 230 – 240 volts, AC 50Hz. We have a three-pin power outlet, which may be different to your country. You may need to bring an adaptor with you for any electronics you bring from home.



Time Zone

The Time zone in Brisbane is (GMT+10) - "Australian Eastern Standard Time".

Currency

- Australian Dollar (AUD)
- Notes are \$5, \$10, \$20, \$50 and \$100
- Coins are 5c, 10c, 20c, 50c, \$1 and \$2



Shopping

- Shops are generally open 7 days per week
- Supermarkets are usually open until 9.00pm (weekdays)
- Other shops are usually open until 5.00pm
- Shops in the suburbs are open until 9.00pm on Thursdays
- Shops in the city are open until 9.00pm on Fridays



Brisbane

Public Transport

Brisbane has many public transport options including Trains, Buses and Ferries.

You should visit www.translink.com.au for information on timetables, journey planners and prices. If you will be catching a bus or train to School from your homestay house, you should visit translink to look at the route you will take.

Mrs Sutherland and your homestay family will also help you with this before you start.



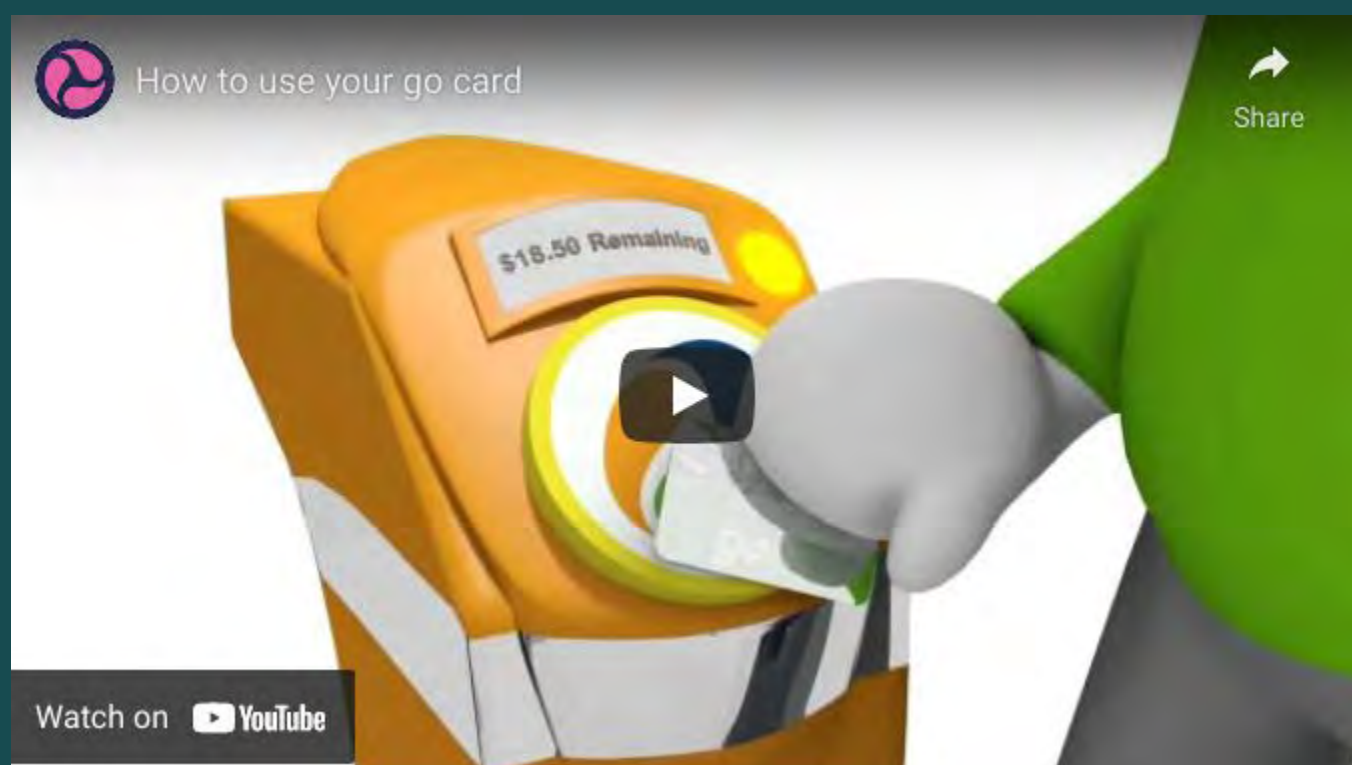
Go Cards

People in Brisbane use a plastic card called a Go Card to pay for their fares

- You will buy your Go Card when you first arrive in Brisbane
- You can use your Go Card for all public transport
- You can add money to your Go Card online
- We will talk more about this during your orientation



Image from translink.com.au



Watch this video on how to use your Go Card (if you can access YouTube)



Travel Tips from Translink

- Have your go card ready before your bus arrives
- Make sure you 'tap on' and 'tap off' at train stations
- Arrive at your stop five minutes before the scheduled departure time
- Use the MyTransLink app to check arrival times of your service
- To hail a bus, raise your hand to show that you'd like the bus driver to stop
- Make sure you are in a visible location so the driver can clearly see you
- Favourite your service in the MyTransLink app to receive notifications
- To get off a bus, press the stop button well before your stop
- Treat all public transport staff and other passengers with courtesy

The closest train station to St Paul's is called Bald Hills Station

Staying Safe in Australia

Australia is a very safe country to live and study, however it is still important to look after yourself and make safe decisions!

Emergencies Services - 000

Australia has very good Fire, Ambulance and Police service that can be contacted from your phone on 000 (zero zero zero), however you should only call this number in a genuine emergency.

Here are some examples of when you should call 000:

- You or someone you are with has been seriously hurt
- You or someone with you needs urgent medical attention
- You witness a serious accident or crime



Stay Safe on Public Transport

- Check the timetable before you leave home
- Try not to be on public transport after dark
- If you are, try to stay in the carriage closest to the driver

Stay Safe on the Roads

- Cars drive on the left hand side of the road
- You must wear a seat belt in the car
- You must wear a helmet when riding a bike



**APPS YOU
MIGHT LIKE TO
DOWNLOAD
BEFORE YOU
COME TO
AUSTRALIA**



emergencyplus





Emergency+ app will help you call Triple Zero (000) quickly, and allow you to accurately communicate your location to emergency call-takers.



COVIDSafe uses the Bluetooth® technology to let you know if you or someone you've been in contact with is diagnosed with COVID-19.



MyTransLink app can help you plan your travel around Brisbane with real-time public transport information for South East Queensland.



Weatherzone gives you access to current weather conditions, 10-day forecasts, rain radar, storm and lightning tracker and real-time weather warnings.



St Paul's School app gives parents, teachers and students access to important information about events and daily activities.



Check In Qld quickly and securely checks in to a Queensland business to support COVID-19 contact tracing.



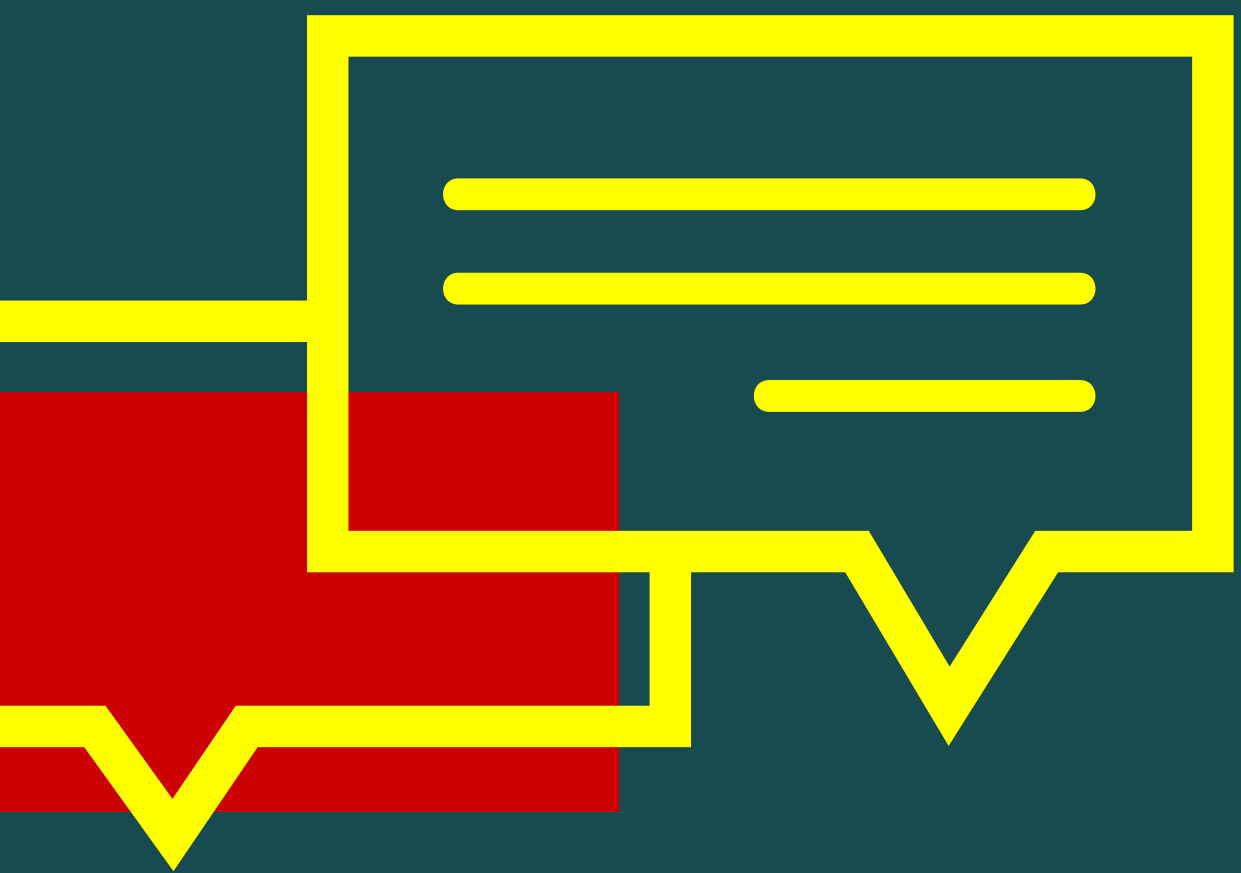
myVEVO provides a fast and convenient way to check your Australian visa work rights, study rights, travel conditions and visa expiry date.



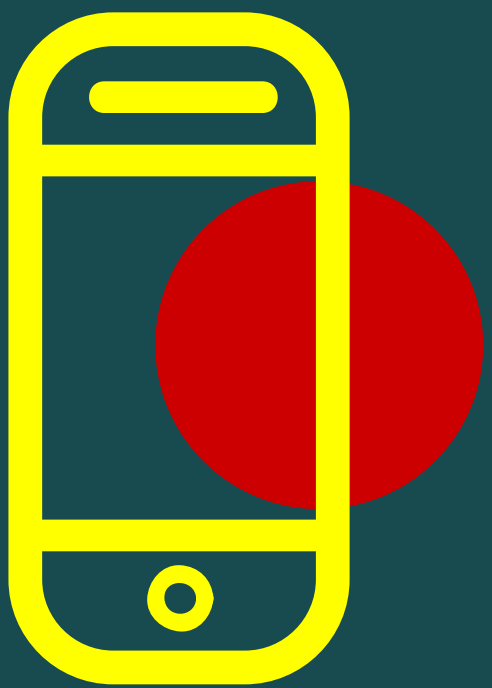
ahm OSHC app allows you to manage your health cover, make claims, access mental health support and counselling and access your digital membership card.



Beachsafe app includes the location, weather, surf conditions and hazards plus the local facilities for all Australian beaches.



Software installation instructions



**PLEASE FOLLOW THESE INSTRUCTIONS TO SET
YOUR LAPTOP UP FOR SCHOOL**

Miss Turner will send you your login details when your student profile is active.
We will also check your setup during your orientation sessions.

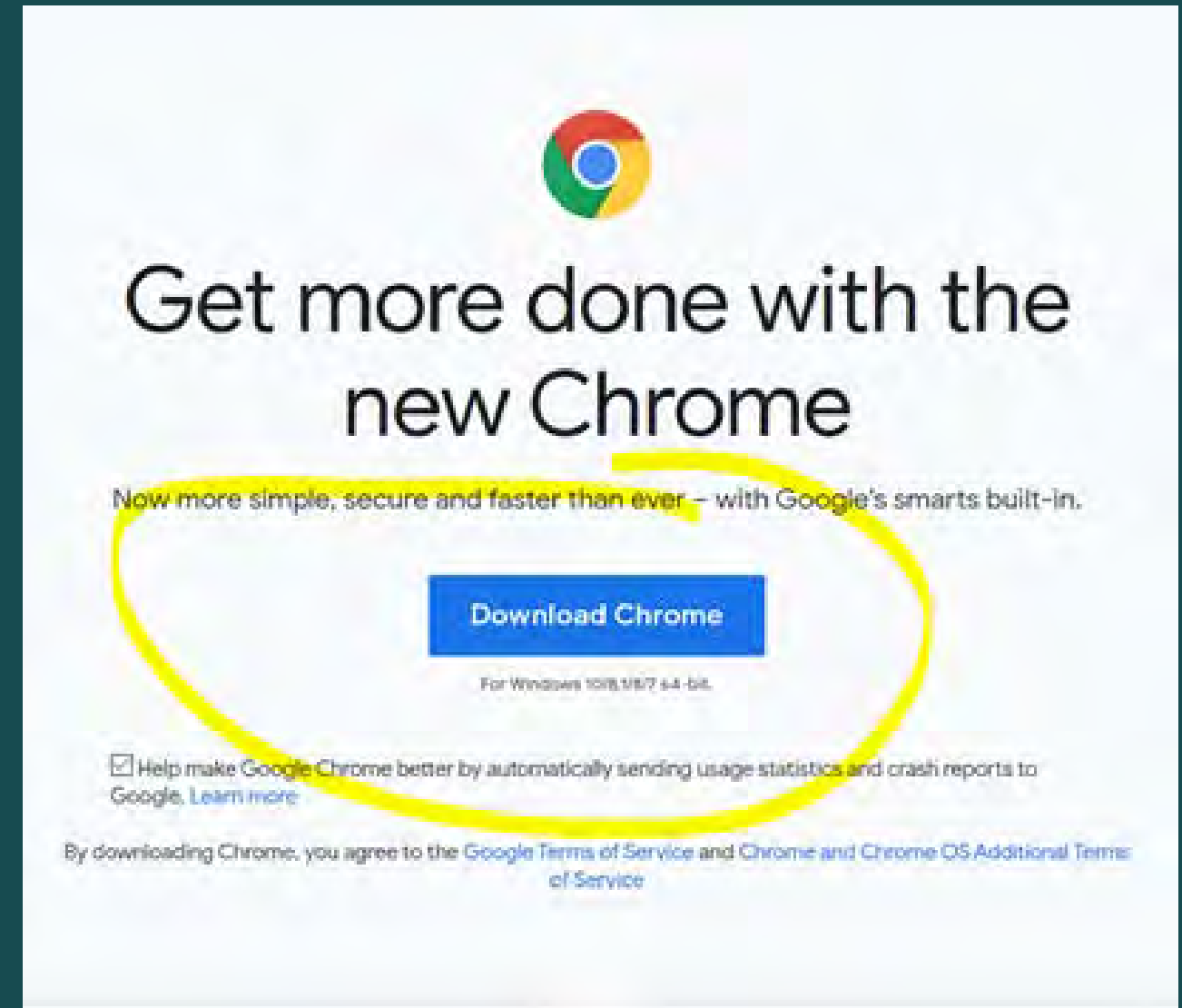
Software Installation Instructions

1. Install Chrome Browser

(if available in your country)

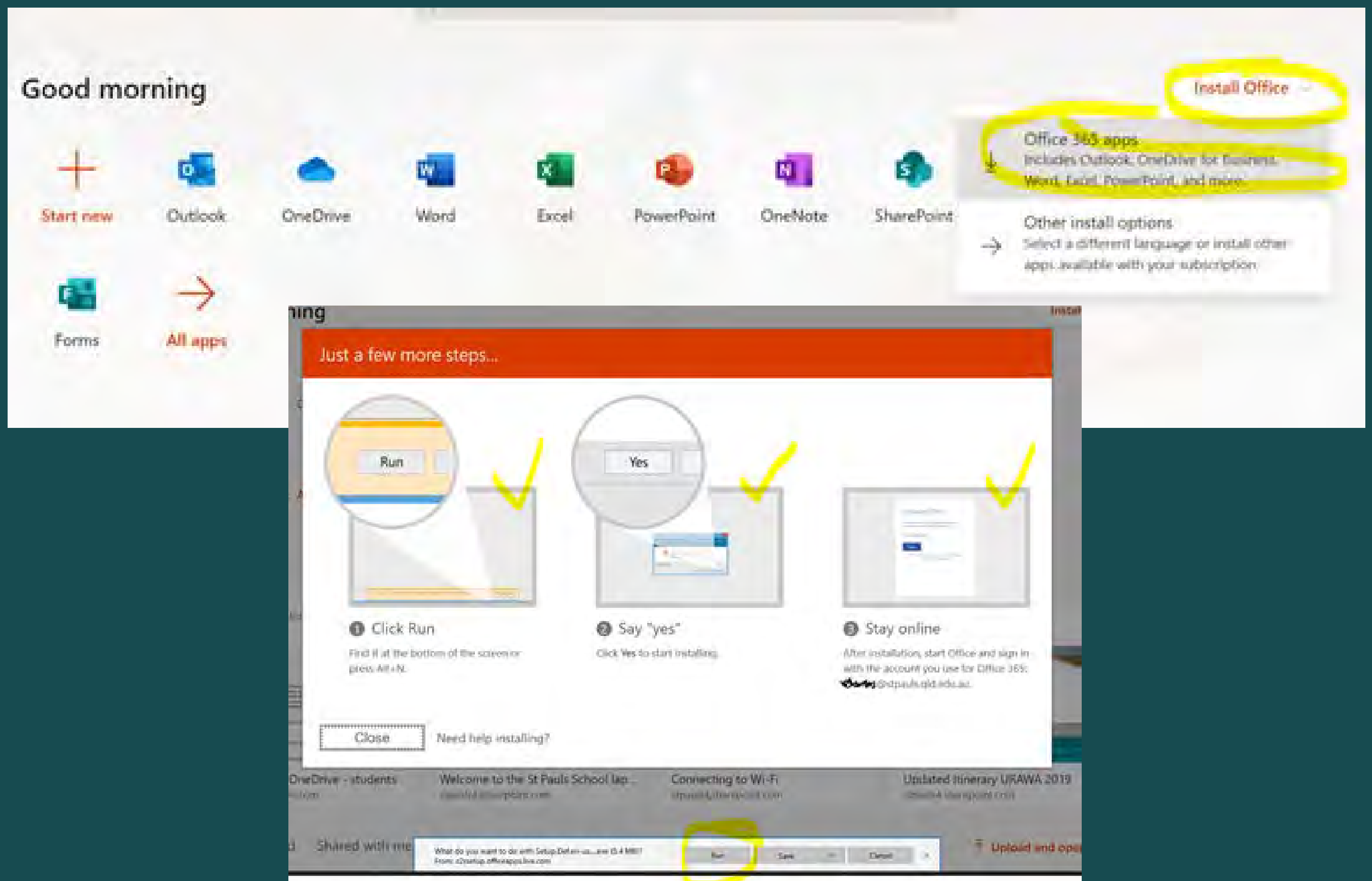
- Visit: <http://www.google.com/chrome>
- Click on 'Download Chrome'

Note: Your username for all St Paul's systems will be either your student number or your student email address.



2. Install Microsoft Office Software

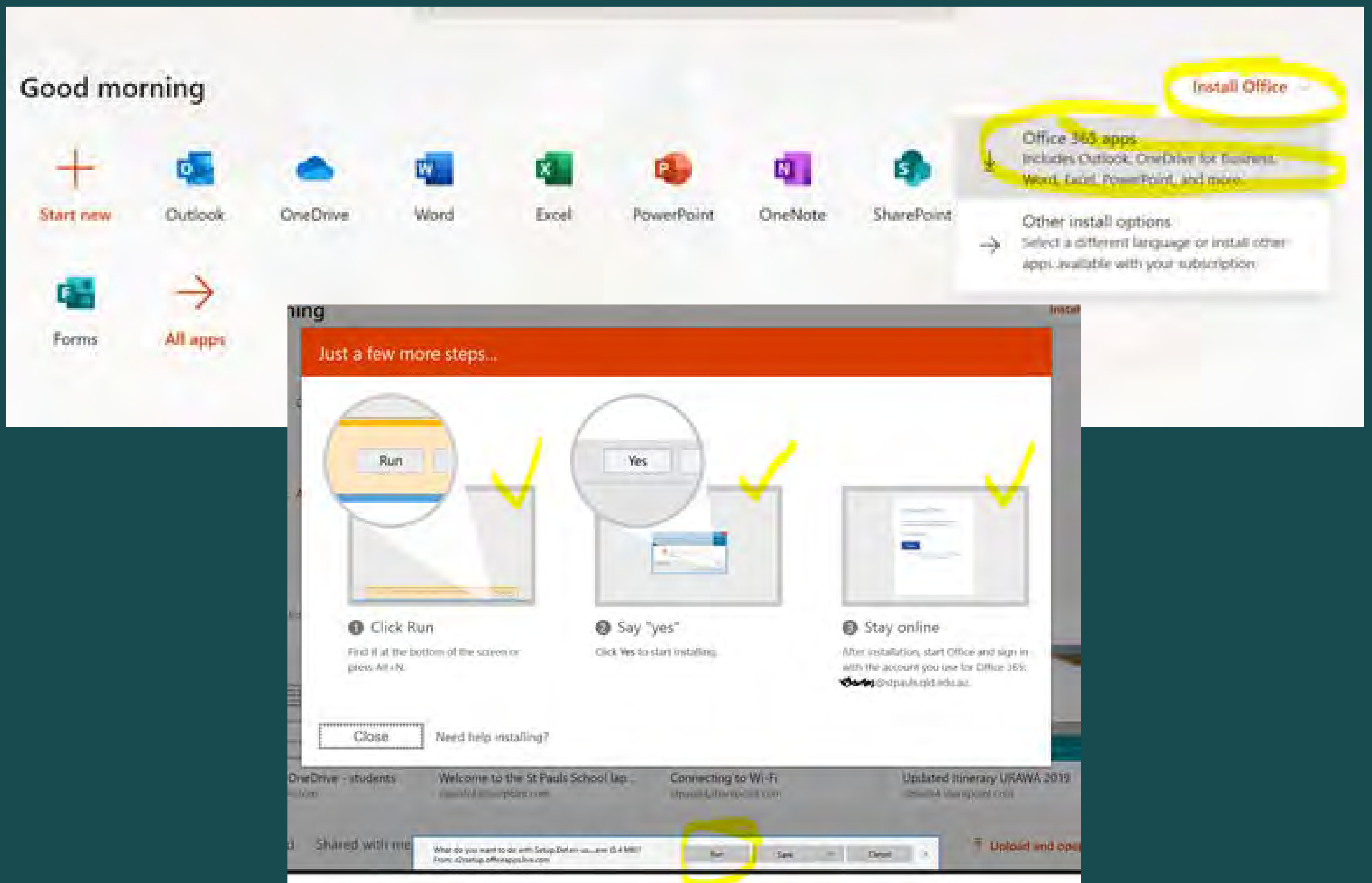
- Visit: <https://www.office.com>
- Login using your student email address (see email from Miss Turner)
- Password: Welcome2022
- In the top right click on 'Install Office'
- Then click on 'Office 365 apps'
- Let this download and then follow the instructions for installing.



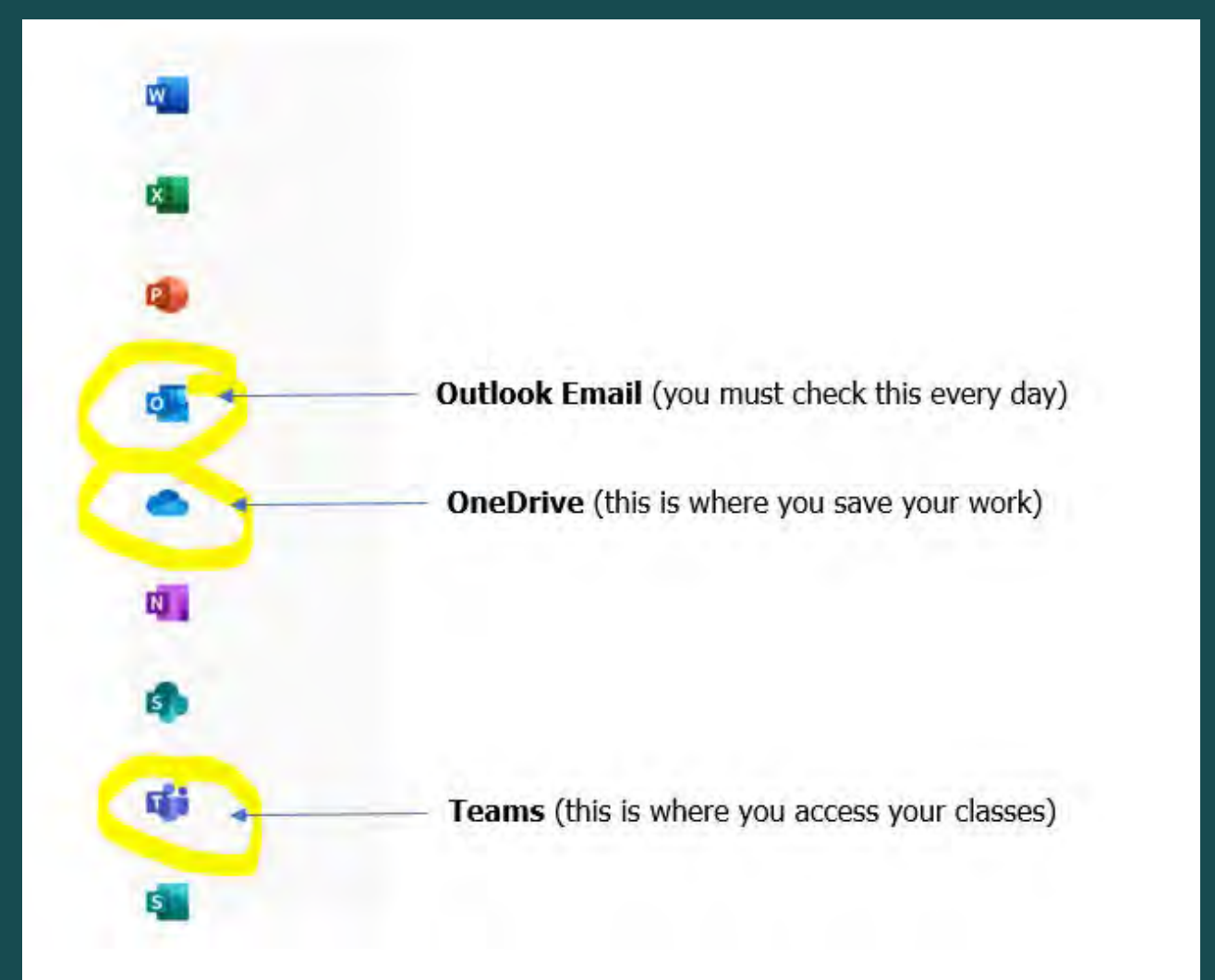
Software Installation Instructions

2. Install Microsoft Office Software

- Visit: <https://www.office.com>
- Login using your student email address (see email from Miss Turner)
- Password: Welcome2022
- In the top right click on 'Install Office'
- Then click on 'Office 365 apps'
- Let this download and then follow the instructions for installing.



Pin or bookmark the Outlook, OneDrive and Teams apps as you will use these every day!



Other Important Platforms / Websites

Please bookmark all of these on your computer
- you will use them every day! -

- **St Paul's Student Portal** -

<https://stpauls4.sharepoint.com/sites/StudentPortalSPS/SitePages/Home.aspx>

The Student Portal has links to all of the below websites. Please use the Student Portal to access all of your systems, or click on the links below and bookmark them for easy access...

- **LEARN** - <https://learn.stpauls.qld.edu.au/login/index.php>
- **Student Café** - <https://orion.stpauls.qld.edu.au/studentcafe/login.cfm>
- **JacPlus** (online textbooks) - <https://www.jacplus.com.au/>
- **Giese Library** - <https://stpauls.concordinfiniti.com/login>

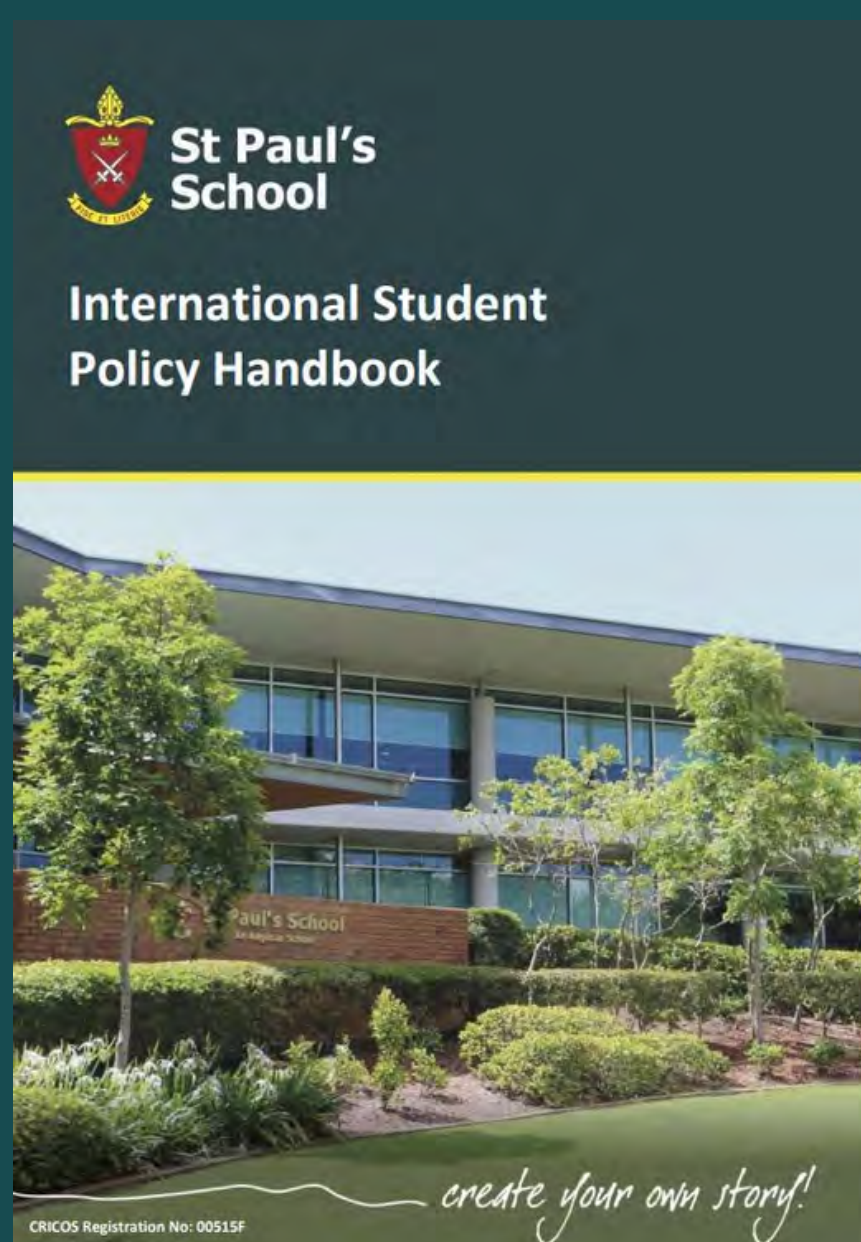
The screenshot shows the SharePoint interface for the St Paul's School Student Portal. At the top, there is a search bar and the text "SharePoint". Below this, the page title "St Paul's School Student Portal" is displayed with a "Home" link. The main content area is titled "Student Links" and features a grid of 18 icons, each representing a different platform or service. The icons are arranged in three columns and six rows. The first column includes Learn@SPS, Google, Budd:e eSecuirty, Scholastic Learning Zone, The Pulse (St Paul's Geise Library), and Clickview. The second column includes St Paul's School Student Café, Email Quarantine, Office 365, Microsoft OneDrive, Wheelers Ebooks, and PaperCut. The third column includes Student Common, JacarandaPLUS, Online Assessment, Daily Notices, and Play Kahoot! - Enter here.

Icon	Link Name
	Learn@SPS
	Student Café
	Student Common
	Google
	Email Quarantine
	JacarandaPLUS
	Budd:e eSecuirty
	Office 365
	Online Assessment
	Scholastic Learning Zone
	Microsoft OneDrive
	Daily Notices
	The Pulse (St Paul's Geise Library)
	Wheelers Ebooks
	Play Kahoot! - Enter here
	Clickview
	PaperCut

YOUR VISA CONDITIONS, SCHOOL POLICIES & PROCESSES

- Complaints and Appeals Process
- General Visa Conditions
- Attendance & Course Progress

Please access and read through all policies in the [International Student Policy Handbook](#) here:



Complaints and Appeals Process

If you have a complaint to make while you are at St Paul's School, you can follow the steps below to seek a resolution:

This is a visual summary only – for full details, refer to the full Complaints and Appeals Policy.

Discuss the problem or complaint
with the Registrar (International),
Miss Laura Turner



No resolution? notify Headmaster,
Dr Paul Browning in writing



No Resolution?

Access External Complaints Process

Important:

- You may nominate a support person, to accompany you at any stage of the process
- If attempts to resolve the complaint or appeal internally within St Paul's fail, you can appeal to the Overseas Student Ombudsman. Find out more at <https://www.ombudsman.gov.au/How-we-can-help/overseas-students> or phone 1300 362 072, or 131 450 if you require assistance with translation
- Nothing in the School's Complaints and Appeals Policy negates the right of any overseas student to take action under Australia's consumer protection laws in the case of financial disputes
- Nothing in the School's Complaints and Appeals Policy negates the rights of any overseas student to pursue other legal remedies
- This process will commence within 10 working days from formal lodgement of the complaint or appeal
- You will be given a written statement of the outcome, including details of the reasons for the outcome.

General Conditions of a Student (subclass 500) Visa

Below are some of the conditions that can apply to a student visa , however **please check your Visa Grant Notice for your individual visa conditions.**

Reference: <https://immi.homeaffairs.gov.au/visas/already-have-a-visa/check-visa-details-and-conditions/see-your-visa-conditions?product=500#>

8105 – Work restriction - You must not work in Australia before your course of study commences. You can only work up to 40 hours in a fortnight. A fortnight means the period of 14 days starting on a Monday.

8202 – Meet course requirements - You must remain enrolled in a registered course, maintain enrolment in a registered course that is the same Australian Qualifications Framework (AQF) level or higher for which your visa was granted, and maintain satisfactory attendance in your course and course progress for each study period as required by your education provider

8501 – Maintain Health Insurance - You must have and maintain adequate health insurance for the whole of your stay in Australia.

8516 – Must maintain eligibility - You must continue to satisfy the criteria for the grant of the visa.

8532 – Under 18 approve welfare - If you are younger than 18 years of age, you must have accommodation and support, and your general welfare must be maintained for the duration of your visa. To maintain your welfare, you must stay in Australia with: your parent or legal custodian or a relative who has been nominated by your parents or custodians who is aged over 21 and is of good character or have accommodation, support and general welfare arrangements in place that have been approved by your education provider.

You must not change your arrangements without the written approval of your education provider. If your welfare arrangements are approved by your education provider you must not travel to Australia until your welfare arrangements start



8533 – Inform provider of address - You must let your education provider know your residential address within 7 days of arriving in Australia if you were outside Australia when your visa was granted. If your residential address changes you must let your education provider know within 7 days of the change. You must also let your current education provider know you have changed your education provider within 7 days of receiving: a confirmation of enrolment from your new education provider, or evidence you have been enrolled by the new education provider

Check your Visa Grant Notice for your individual visa conditions and an explanation for each condition...

Application status

Student (subclass 500):

Granted

Visa conditions

- 8105 - Work limitation
- 8202 - Meet course requirements
- 8501 - Maintain health insurance
- 8516 - Must maintain eligibility
- 8517 - Maintain education for dependants
- 8532 - Under 18 approve welfare
- 8533 - Inform provider of address

An explanation of each condition of this Student (subclass 500) visa is provided below.

You can check these conditions at any time by using the Visa Entitlement Verification Online (VEVO) service. The four-digit number presented next to each condition above is used in VEVO to identify each condition that applies to this Student (subclass 500) visa.

Achieving Satisfactory Attendance and Course Progress

Below is a summary of your attendance and course progress requirement.

COURSE PROGRESS

083667C - Primary School Studies (Prep - Year 6)

Students in Prep – 6 should have satisfactory achievement to progress to the next year level and complete their course.

063321F - High School Preparation (HSP) Program

Students must demonstrate improvement in the use of the English Language in a study period, based on the National Language & Literacy Institute of Australia ESL Bandscales, and demonstrate effort in improving their studies.

083668B - Junior Secondary Studies (Years 7 - 10)

Students must achieve Sound levels of achievement in 50% of subjects studied in a study period or demonstrate effort in improving their studies.

083669A - Senior Secondary Studies (Years 11 - 12)

Students in Years 11 and 12 must remain working towards achieving a QCE.

At the end of a semester (or 'term' for HSPP) if you have not achieved the requirements outlined above, you will have a meeting with the Head of Junior School, or Director of International Education to discuss strategies for improvement. After this meeting a written warning letter will be sent to you and your parents. If you have still not achieved satisfactory course progress by the end of the next reporting period, you will be notified of our intention to report you to the Department of Home Affairs, for failure to meet course progress requirements.

ATTENDANCE

- **90%** - Warning letter sent to students and parents
- **80%** - Student reported to the Department of Home Affairs

Attendance is recorded every lesson, and late arrivals/early departures will be recorded in attendance calculations. If your attendance drops below 90% per semester, the Registrar (International) will contact you via email to arrange a meeting to discuss the absences - an Attendance Warning letter will then be sent home.

If your attendance drops below 80%, you will be issued with an intention to report letter and advised of your right to access the School's complaints and appeals process, within 20 working days. If your appeal is unsuccessful, you will be reported to the Department of Home Affairs for breaching your visa conditions.

The formula used to determine a student's attendance rate is: $\frac{\text{Number of days in a Semester} - \text{Number of days absent}}{\text{Number of days in a Semester}} \times 100 = \text{Attendance Rate}\%$

ST PAUL'S INTERNATIONAL SCHOOL ONSHORE STUDENT **ORIENTATION CHECKLIST**

TASK	DATE COMPLETED
Meet the School Assistant Registrar (International), Miss Laura Turner	
Meet the Director of International Education, Mrs Kathleen Power	
Meet the Homestay Coordinator, Mrs Sharon Sutherland	
Receive your Student Diary and stationery (workbook)	
Receive your Student ID card	
Purchase your School Uniforms	
Receive School Orientation and Booklet	
Receive Homestay Orientation Information	
Give your phone number to Mrs Sutherland	
Put emergency phone numbers into your mobile	
Receive your Overseas Health Cover information and Activate your Membership	
Organise your Go Card (if applicable)	
Organise your bank account	
Confirm transport arrangements to School	
Set your laptop up	
Complete interview or assessment of your English	
Have a school tour (Tutor room, library, tuckshop, toilets)	
Meet your Tutor and Tutor group	
Receive your locker	

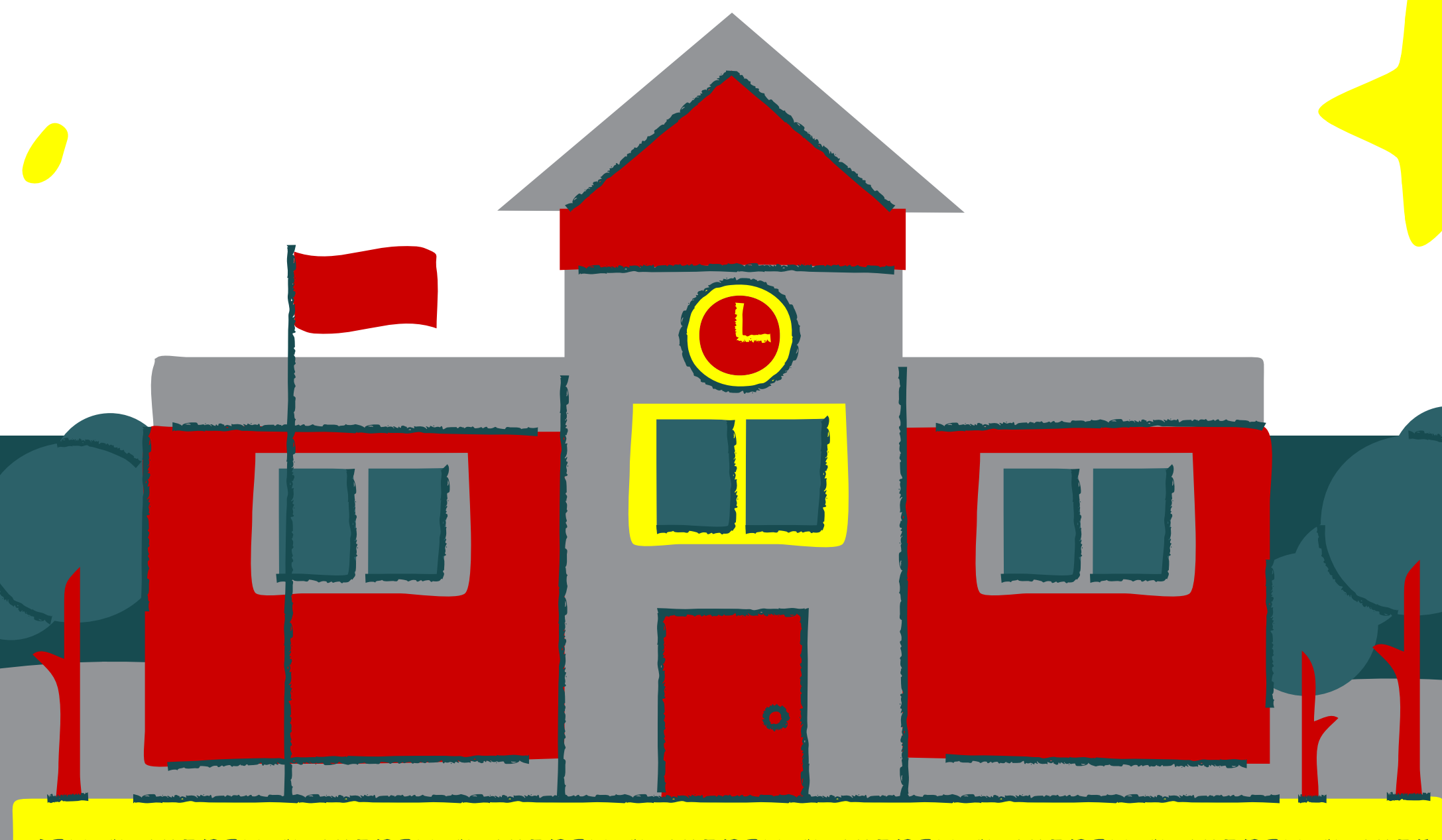
Check ins		
Task	Date	Notes
Check in with Tutor Week 1		
Check in with Tutor End of first Term:		
Homestay Check in Week 1:		

Task	Signature	Date
Assistant Registrar (International) Signature:		
Homestay Coordinator Signature:		



**WELCOME
TO ST PAUL'S
SCHOOL!**

We can't wait to meet
you in Australia soon!



CONNECT WITH US

Visit 34 Strathpine Road, Bald Hills, Qld, 4036, Australia

Phone +61 7 3261 1388

Email enquiries@stpauls.qld.edu.au



An Anglican co-educational school from Pre-Prep to Year 12.

The Corporation of the Synod of the Diocese of Brisbane Trading as St Paul's School. CRICOS: 00515F