

## Requirements for Student Exchanges

1. **(NZ) Students must be enrolled at Raphael House and must be studying a language** (German or Japanese) **during the period the (NZ) student wants to go overseas. Raphael House will assess each individual application and a recommendation will be formed by the teaching body on the suitability for an exchange** (Considerations for approval are resilience, maturity, engagement, attendance, meeting requirements of *The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021* (the Code), etc.). A final decision will be made by The Principal and Board taking all available information into account.
2. Exchanges are organised between Raphael House and another Steiner School. It is important that they are the **same length. The school overseas must be one of your partner school.** New partner school relationships are only made in exceptional circumstances.
3. **Parents continue to make financial contributions and pay attendance dues during their rangatahi's stay overseas,** as this pays for the exchange student. Steiner Schools abroad are often privately run and our students' stay over there is covered by the parents overseas continuing to pay their fees.
4. **Our students will represent Raphael House and NZ** – good attendance, behaviour and effort in class are important!
5. We and the **school overseas expect them to attend school and work to the best of their abilities.**
6. When filling out the application documents, **parents and students need to be transparent and honest about issues with health** (declare any medical conditions/other for example: allergies but also more serious health conditions, **the same for personal circumstances and changes in personal circumstances** (example: parental separation from partner, change in job situation...))
7. Families in NZ need to agree to being police vetted and have their home visited by our Homestay Co-ordinator.
8. Families in NZ need to provide a **single room for the student** coming. We expect the same in the host country, however, there is some room for negotiation depending on the circumstances.
9. **Dates of organising an exchange need to be respected! Ideally exchanges are planned a year before they happen.**

Processing of all documents once they are at RAPHAEL HOUSE can take up to 6 months and depend on

- Collaboration of parents on both sides
- Available time of exchange co-ordinator and homestay coordinator
- School/Teacher overseas
- Ministry of Education

**It is important to understand this and plan ahead. Exchanges can't be guaranteed if planning times are not being respected.**

**Parents' collaboration is essential. Please respond readily to emails, provide necessary documents on time etc.**

10. It is the parents' responsibility to organise flights, insurance and the visa (if applicable) and pass this information on to both Raphael House and the partner school. Applying for a visa can be a lengthy process. **Flights should only be booked once the exchange has been confirmed.**
11. Ground rules need to be respected on both sides. You expect the exchange student to comply with your/the school's/NZ's guidelines, rules and laws - we expect our students to do the same abroad. In NZ this means: no alcohol before the age of 18 (unless with permission and in presence of the host family (IN MODEST AMOUNTS. If they are found intoxicated they may need to return home), no drugs, no other offences.
12. Exchange students from overseas participate in the class' EOTC activities (for example: joining Class 10 in Term 1 means going on the Whanganui River Camp, joining Class 10 in 4 means doing the Community Volunteering). You will be asked for a donation of NZ\$380/camp to help cover costs.
13. We recommend visits from family and friends only at the very end of the exchange, if at all.