



OLSH

OUR LADY OF THE
SACRED HEART
COLLEGE



GUIDE FOR INTERNATIONAL STUDENTS



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INTRODUCTION

Studying overseas is both exciting and challenging. This guide provides you with information to assist you with living and studying in Adelaide.

The College is committed to providing a safe environment onsite

IMPORTANT INFORMATION

If you are studying in Australia on a student visa, there are some conditions you must observe in order to maintain your visa status.

Attendance and Academic Progress

As part of student visa requirements under the Department of Home Affairs regulations, you are expected to attend classes and to meet all course requirements including completing assignments on time.

You can also be reported for failing to make academic progress.

If you are absent through illness, you are required to provide OLSH College with a legitimate medical certificate to cover the absence. It is your responsibility to notify the College of your absence, which will then be recorded. It is also your responsibility to catch up on any work missed due to the absence. Students are also expected to maintain their attendance at no less than 80% of all classes enrolled in a semester. Attendance is monitored at every class. If you are not on time or if you leave class early, this will have an effect on your attendance.

Updating Contact Details

As an international student you have an obligation to notify the International Student Coordinator within 7 days of any changes of address while enrolled in your course. This is a Department of Home Affairs requirement and condition of your student visa.

ESOS Framework

The Australian Government wants overseas students in Australia to have a safe, enjoyable and rewarding experience. Australia's laws promote quality education and consumer protection for overseas students. These laws are known as the ESOS framework and they include the Education Services for Overseas Students (ESOS) Act 2018 and the National Code.

You can find a link to the ESOS Framework on:

<https://internationaleducation.gov.au/RegulatoryInformation/Pages/Regulatoryinformation.aspx>

Overseas Student Health Care

It is a requirement of your student visa that you have Overseas Student Health Cover from the date

of your arrival and continuing for the duration of your studies until your visa expires.

The International Student Department will provide you with this upon arrival. For help launching a claim, contact the International Program Officer.

Work Permission

All student visa holders will receive automatic work rights which will allow students to work during their time in

Australia. Remember that your primary focus in Australia is to study to gain a qualification and part-time work must not interfere with this.

INTERNATIONAL CONTACTS

Nicola Davis-Bedford
International Program Officer
Nicola.Davis-bedford@olsh.catholic.edu.au
8269 8915

Alternate email address – international@olsh.catholic.edu.au

After hours number – 8269 8822

Carmelita Menezes
International Student Support Officer
Carmelita.menezes@olsh.catholic.edu.au
8269 8800

WELCOME AND ORIENTATION AT THE COLLEGE

Following acceptance and enrolment at the College, students will participate in an orientation process to ensure they are prepared for school life in Australia.

- Prior to commencement and as part of the Orientation process, the International Student Co-ordinator meets with the student to complete the following:
- Subject selection based on personal interests, skills and educational background
- Homestay and guardian information (contact details, address, family background etc)
- Organise a school uniform and textbooks
- Collect legal documentation and contact details
- Confirm details on application and establish parent contact channels
- A timetable and diary are provided
- A short video package is shown to the students to provide an overview of life at the College
- The student handbook is explained, and students are aware of how to access it on the Portal
- Student academic expectations are clearly explained to students including assessment protocols
- Key personnel are introduced to the students, so they know who to see to access support
- Student code of conduct is clearly explained, including uniform, attendance and behaviour expectations at the College (a contract is signed by the student)
- English Language support available through the International Student Support Officer and English as an Additional Language Teacher
- Study Assistance Programs including Homework club, support from Library staff and International Student Support Officer.
- Homestay expectations are clearly explained including curfews, communication, engagement with the family and politeness codes in Australia
- Guidelines about weekend plans and restrictions about staying at another person's house

- Student safety is discussed with practical strategies for protecting themselves and how to access help in an emergency (including how to seek assistance in reporting any incidents involving sexual, physical or other abuse)
- Emergency contact numbers are saved in the student’s phone
- Provision of information on welfare and support services available to students, their location and how to access these services (in the local area and at the College)
- Explanation of the College Portal and email systems
- Assistance with laptop set up at IT Services
- Travel notification and restrictions around holiday plans are explained to ensure students are accounted for during term breaks and adult supervision is guaranteed outside of school hours
- A locker and lock are provided with safety instructions

ABOUT ADELAIDE

Adelaide is the Capital City of South Australia and has a population of about 1.7 million. Adelaide has a strong indigenous heritage with the previous occupants of the land being the Kurna people.

You will find Adelaide a welcoming, safe and friendly city. It is home to a vast array of cafes and restaurants, reflecting our multi-cultural community. Many immersive festivals and events are held during the year and the city has many historic buildings, parklands and botanic gardens that can be explored. Students of all nationalities feel at home in the city of Adelaide.



The following links provide other useful information about Australia and Adelaide

<https://www.studyinaustralia.gov.au/>

<https://studyadelaide.com/>

<https://studyadelaide.com/en/why-adelaide/life-in-adelaide/living-costs>

CLIMATE

Adelaide has a Mediterranean climate with cool to mild winters with moderate rainfall and warm to hot, generally dry summers.

| Season | Months | Conditions | Temperature |
|--------|---------------------|-------------|-------------|
| Summer | December - February | Hot and dry | 25°C – 35°C |
| Autumn | March - May | Dry | 20°C – 25°C |

| | | | |
|--------|----------------------|--------------|-------------|
| Winter | June - August | Cool and wet | 10°C – 15°C |
| Spring | September - November | Dry | 20°C – 25°C |

HOMESTAY

Homestay involves living within a family home, allowing you to experience family life. The homestay family will provide three meals a day and will cover the cost of general living expenses such as water and electricity.

While living in homestay you would be asked to:

- Treat your homestay family and their property with respect
- Assist with household chores, seek permission to bring friends home, let your homestay family know where you are and pay for personal products and use of the telephone and internet
- Ask your friends and family not to ring you before 7:30am (after 9.00am on weekends) or after 9.30pm Australian time as it may disturb other occupants in the home
- Come home after school in time for dinner with the family. Most families expect their children to come home straight after school as there is usually some homework to do, and sharing the evening family meal together gives everyone an opportunity to talk about their day
- Be open minded about trying new food. If there is food you do not like or cannot eat for religious reasons you will need to tell your homestay family. If you would like food from your home country, offer to cook your homestay family a meal – they will enjoy trying your food too
- If wanting to stay out a little later on weekends than during the week, your homestay parents will need to know where you are planning to go. You may be asked to leave a contact number and address whenever you go out. This is so that your homestay family can contact you. In general, you will only be able to stay out overnight if your parents or guardians have given you permission beforehand



STUDENT VISAS

The Department of Immigration and Border Protection (DIBP) is responsible for issuing Student Visas. To contact them phone 13 1881 or visit 70 Franklin St, Adelaide. The visa will allow you to stay in Australia for the duration of your course/study.

There are specific conditions attached to student visas, these can be found by visiting the DIBP website: www.homeaffairs.gov.au/. It is the student's responsibility to be aware of student visa conditions and to adhere to them. (Any queries, see International Office).

STAYING SAFE AND HEALTH

Mental Health

Your mental health is just as important as your physical health. Your mental health has a higher chance of affecting your studies if left unaddressed for too long. Feelings of despair and depression are common symptoms of culture shock and it is important to remember that these feelings are temporary. You'll find that getting social and engaging in regular exercise are great ways to cure your culture shock and keep your body happy and healthy. At OLSH College we offer free and confidential counselling services available to all students if you should need to discuss anything which may be affecting your studies privately.

General Practitioners

If you have a minor illness or ailment, you can visit a general practitioner (GP) for diagnosis, advice, referrals, and prescriptions. Don't forget to get a medical certificate from the doctor while you are there and provide a copy to the College office so your absence will not affect your attendance

Hospitals

If you need to go to the hospital for non-emergency or elective surgery, call your medical insurance provider and check that your policy will cover the cost. You may also need to check with your medical insurance provider that you are using the nearest agreed hospital. Call the hospital and confirm that they accept patients with our medical insurance cards.

Water Safety

Australia's stunning coastline has some of the best beaches in the world. It is important that you understand the risks and take precautions to avoid dangerous situations.

Tips:

- Read the safety signs before going into the water
- Always swim between the red and yellow flags
- Do not swim at closed beaches
- If you need help, stick your hand up, stay calm and call for help
- If you get caught in a rip (a very strong current), try to swim diagonally across it – don't try swimming against it
- Swim at beaches that are patrolled by lifeguards.
- Don't swim alone – swim with a friend

For more beach safety tips, visit <https://sls.com.au/>

Scams

Scams are dishonest, fraudulent and illegal schemes to make money, especially those that involve tricking people. Unfortunately there are often scams targeting international students. We strongly advise that you approach transactions with caution during your stay in Australia.

Road Safety

Statistics show that motor vehicle, pedestrian and cycling accidents are the highest cause of death in Australia for international visitors. Students should ensure that they are familiar with the rules regarding cycling and driving in Australia.

Cycling Tips:

- Always wear a bike helmet with the strap fastened securely
- Ride on the right hand side of the road
- Ride in single file
- Follow the road rules, including stop signs and traffic lights
- Ride at least one metre away from parked cars

Walking Tips:

- Stop, look, listen
- Use the footpath
- Use pedestrian crossings

Driving Tips:

- It is compulsory to wear your seat belt at all times
- Keep to the speed limits as indicated by the signs
- Never drive under the influence of drugs and alcohol
- It is illegal to be talking on your hand held mobile while driving

Racism

Racism is most likely to occur at work or when students are seeking somewhere to live. If you are feeling scared, please contact the student support officer immediately. If you are in an unsafe environment please call 000 and the police to attend.

Theft and personal security

While Australia is considered as a relatively safe country, you should always be cautious and protect your belongings and personal safety when you arrive in an unfamiliar environment. Crime such as pick-pocketing and mugging are quite rare but may be more likely to occur late at night if travelling alone in certain areas of the city in unpopulated streets. You should always be vigilant about your personal security and possessions in public places and take sensible precautions.

Tips:

- Don't leave belongings unattended
- Avoid displaying your valuables
- Travel with friends when you take public transport late at night
- Let someone know where you are going and the time you will return.

Personal Safety whilst at school

The following provides some examples of how you can help to ensure your safety at school

- Take responsibility for your own actions and make smart choices.
- Be alert and walk purposefully; look confident.
- Move away from any behaviour that may harm your wellbeing where possible.
- Contact a staff member if you feel unsafe

Students (and their parent/primary carers) are advised that responsibility for the care of personal property belongs to the student and that the College cannot assume responsibility for equipment which has been damaged, lost or stolen. Teachers will do their best to assist students in the care of their property, and to assist with this it is essential that all equipment and clothing should be clearly named. Valuable property, which is not needed at school, should not be brought to school.

It is expected that all students will show respect for the property of others including the property of the College itself.

Please also refer to the student diary for further information to ensure your personal safety.

When you are feeling unwell:

| At Home | At School |
|---|--|
| <p>Communicate with your homestay family. If you need to see a Doctor, ask your homestay family to take you or to advise you of a good doctor</p> <p>Ask your Homestay parent to ring the school to report you are unwell and won't be coming to school</p> | <p>Inform your teacher who will put a note in your diary and send you to the front office to be assessed</p> <p>If you are too unwell to return to class, your Homestay parents will be contacted to collect you from school</p> |

- Provide a Doctor's Certificate if being away will impact on finishing an assignment if you are in Year 11 and 12
- Provide a Doctor's Certificate if you are absent for more than two days in a row. This applies to all year levels

For some health services you may need to provide the details of your overseas health cover so ensure you have these with you.

Medication

In Australia, pharmacies or drug stores are also known as 'chemists'. You will be able to buy a range of over the counter medical products, eg headache tablets, cold tablets, throat lozenges from these stores. However, for some medicines you will need a prescription from a Doctor.

Sunburn

Due to the harshness of the sun in Australia you need to be careful to avoid getting sunburnt. You are most likely to get sunburnt between the hours of 11:00am and 4:00pm. Sunburn can also occur on a cold or cloudy day so spend as much time as possible in the shade when outdoors. Choose a broad brim hat and wear it when outdoors in the sun and try to wear clothing that covers your arms, legs, back and neck.

Check that your sunglasses have a UV filter and provide adequate protection from the sun and always wear a SPF 50+ sunscreen when spending time outdoors. Sunscreens can be purchased from chemists or supermarkets. Make sure you reapply sunscreen every two hours especially when swimming or perspiring.

Sunburn is painful. If you do get sunburnt to reduce your discomfort, avoid further sun exposure until your skin has healed and apply liberal amounts of moisturising lotion.



TRANSPORT



Public Transport

- Public transport includes buses, trains and trams.
- Adelaide Trams are free within certain areas of the city of Adelaide
- For timetables and route information phone 8210-1000 or visit www.adelaidemetro.com.au
- The steps for travelling on public transport are:
 1. Purchase a ticket (*see section below on purchasing tickets*)
 2. Insert your ticket into the validating machine on the vehicle
 3. Keep your ticket until your journey has ended

Purchasing Tickets

- There are two types of tickets that can be used on public transport:
 1. Metroticket - paper ticket used for infrequent public transport users. A single trip public transport ticket is valid for two hours, therefore you can use it as many times as you like within two hours. Passengers are required to have exact change (or close to) when purchasing Metrotickets on board
 2. metroCARD - an electronic smart card and is the best option for frequent public transport users
 3. metroCARDS are not available on buses, trains or trams, but can be purchased from the Passenger Transport Information Centre, selected post offices, service stations, newsagents, delicatessens and Ticket Vending and Recharge Machines
- Students are entitled to a concession when buying tickets. You will need to show your student card to gain a concession and ensure you have your student card with you during your journey as on-board Inspectors may ask to see it
- 'Beeline' and 'City Loop' bus services are free and operate from Victoria Square in the city
- The Adelaide City Council also has a free bus service linking north and south Adelaide called Adelaide Connector. To look up the Adelaide Connector timetable and map visit www.adelaidecitycouncil.com
- Adelaide Metro provides a free tram service from the Adelaide Entertainment Centre to South Terrace in the city. It passes past the Royal Adelaide Hospital, Rundle Mall and through Victoria Square (5 minutes walking distance to the Adelaide Central Markets).
- You'll find everything you need to know about Adelaide's public transport including timetables and route maps at the Adelaide Metro website and courtesy of the Adelaide City Council.

Taxis and Ride Sharing Services

- Phone for a Taxi to collect you (numbers available on the internet) or look for taxi ranks located around the city
- Taxi fares are fixed by the meter, not negotiable and they do not expect tips
- Uber and OLA are also operational in Adelaide and apps are available via the App Store

SHOPPING AND BANKING

Normal Shop Trading Hours

| | |
|------------------|------------------|
| Monday to Friday | 9:00am – 5:30pm |
| Saturday | 9:00am – 5:00pm |
| Sunday | 11:00am – 5:00pm |



Extended Shopping Hours

Many suburban supermarkets and retail outlets are open until 9:00pm Monday - Friday. City shops are open until 9:00pm on Fridays. City and suburban department stores and many speciality stores are also open from 11:00am – 5:00pm on Saturdays and Sundays. There are also a number of convenience stores located throughout the city and suburbs that are open 7 days a week and have extended shopping hours. There are also a number of 24-hour service stations that are situated around the city and suburbs, which have convenience sections and fast food outlets attached to them.

Australian Banking System

You will probably need to open a bank account while studying in Adelaide. To find a suitable financial institution, search *Financial Institutions in South Australia* on the internet. Before deciding on a financial institution, ask if their student accounts attract fees.

Automatic Teller Machines (ATMs) are usually the most convenient and cheapest ways to take money out of the bank. ATMs are machines that enable customers to withdraw and deposit funds using a plastic card and personal identification number (PIN). ATMs are located in the suburbs and the city.

Electronic Funds Transfer at Point of Sale (EFTPOS) is available in most Adelaide shops and allows you to use a debit or credit to purchase goods. At some shops you may also be able to withdraw cash when performing an EFTPOS transaction.

Always keep your debit or credit card in a safe place!



POST AND TELECOMMUNICATIONS

- Australian Post Offices are open from 9:00am to 5:00pm on weekdays and 9:00am to 12:00noon on Saturdays. Stamps can generally be bought from local newsagents on the weekends
- Local phone calls are low costing and are not timed. Calls to mobiles, interstate and overseas attract a much higher rate and are timed
- International and interstate call prefixes can be found on the internet

ADJUSTING TO LIFE IN ADELAIDE

Tips for adjusting to Life in Adelaide

- Bargaining is not generally used in Australia, except when purchasing large items such as cars, houses and furniture
- Generally, Australians are quite a relaxed culture, dressing casually and usually this style of clothing is acceptable for everyday wear. However, corporate attire will be worn as required eg suits for work for men and women and school uniforms for students attending primary and secondary school
- Australians also tend to speak in a more casual way and will often greet each other using first names however, if the other person is senior or holds a position of authority, a title and surname will be used eg Ms Black, Professor Green, Dr Brown
- Men and women are considered equal in Australia and women will expect to be treated as equals
- It is considered rude not to keep an appointment. Once you have accepted an invitation, let someone know if you will not be able to attend. It is also considered rude to keep people waiting; therefore you should let people know if you are going to be late
- It is polite to offer to assist with cleaning up after a meal if eating at someone else's house
- Australian humour often involves light-hearted teasing. You should not take offence. It should not take you long to become familiar with Australian humour

Adelaide is a very safe city along with Australia. For tips regarding safety and awareness to life in Australia, please refer to the following:

<https://www.studyinaustralia.gov.au/english/live-in-australia/health-and-safety>

<https://www.studyinaustralia.gov.au/English/Live-in-Australia/Health-and-safety/transport-personal>

<https://www.studiesinaustralia.com/Blog/about-australia/safety-tips-for-studying-in-australia>

<https://studyadelaide.com/why-adelaide/life-in-adelaide/health-and-safety>

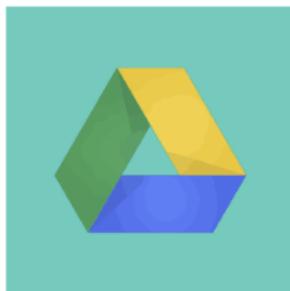


Tips for coping with homesickness

- Be prepared to experience some homesickness, know that what you are feeling is quite normal
- Understand you are not alone, other international students will be feeling the same
- It may help to talk about your feelings to your homestay parents
- Try to make new friends and get to know some local people
- Phone, text or email your friends and family at home
- Take photos to send to your friends and family at home
- Think positively about what you can do to make the most of your stay in Adelaide

Apps to assist you to Life in Adelaide

There are many apps available to you to assist not only settling into a new country/your new home but also into school life. Below are just some examples that may assist you.

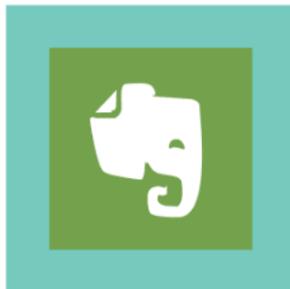


1. Google Drive

Google Drive is a cloud storage services offered by Google.

It lets users saves their files, photos and videos through phones, laptops and desktop.

It offers 15 GB Free storage to its users and allows to share the files and folders with others, and download them whenever they are needed.



2. Evernote

Evernote is a multi-use app that can help you to take notes and create to-do lists.

It allows the users to organise all the notes, lists etc into folders which can be accessed from phones, laptop and desktops even when you are offline.

You can also save notes in text, image, audio and web links.



3. Google Translate

Google translate is multilingual translator to translate text, speech, images, sites, or real-time video from one language into another.

It allow users to translate words, phrases and web pages for more than 100 languages.

You can also save your favourite translations for quick access when you're offline.



4. Skype

Skype is a great app to keep in touch with family and friends overseas.

It allows you to send messages, photos and videos, and even call other users using wi-fi or mobile data.

You can use other similar apps like Whatsapp, Wechat, Viber, Line and Messenger as well.



5. Transit

Transit is transport app which allow users to check live transit schedules, plan trips,

It allows to get in step-by-step navigation for all kinds of urban transportation, from buses, subways and trams to Uber, car2go or bike share.

It is available for Adelaide, Brisbane, Canberra, Melbourne, Perth and Sydney city transport.

Other examples include What's app, Wifi finder for Apple and CityMaps2Go.

Wifi is available free of charge in Adelaide City, Prospect road and many other locations often including shopping centres.

Australian words you may hear

Below is a listing of words Australian's may use which are you not familiar with. Australians can shorten words or abbreviate them instead of saying the full word:

No Worries - Don't worry about it / It's okay

Maccas – Mc Donalds

HJ's – Hungry Jacks (Burger King)

G Day – Hello

Biro – Pen

How's it going? – How are you

Rubber – Eraser

Uni – University

ATM – Automatic Teller Machine

Cuppa – A hot beverage e.g. tea or coffee

Chemist – Drug Store / Pharmacy

Footy – Football

Mate – Friend

Mozzie – Mosquito

Vegies – Vegetable

FYI – For Your Information

Lift – Elevator

Breaky – Breakfast

Ta – Thank you



Attractions & Events

Adelaide is often referred to as Australia's Cultural Capital and prides itself on its strong cultural scene, sporting facilities and the extensive range of restaurants and cafes.

From the city it is a 20 minute drive west to the beach and if heading east a 20 minute drive to the hills. Adelaide beaches offer calm, safe swimming waters, while the hills are a great place to explore with many small towns and national parks dotted throughout. Further afield are areas such as the famous Barossa Valley, Clare, Victor Harbor and Kangaroo Island.

There are many things to see and do just in the city of Adelaide – shopping in Rundle Mall, a visit to the Central Markets and China Town, exploring the Botanic Gardens and a visit to the Adelaide Zoo to name a few!

For general information on places to see in Adelaide and South Australia, contact:

- South Australian Visitor and Information Centre
 - 108 North Tce, Adelaide SA 5000
 - visit www.southaustralia.com/
- Adelaide Visitor Information Centre
 - James Place at the western end of Rundle Mall
 - visit www.rundlemall.com/

Adelaide has various attractions and events to offer.

Within Adelaide metropolitan area:

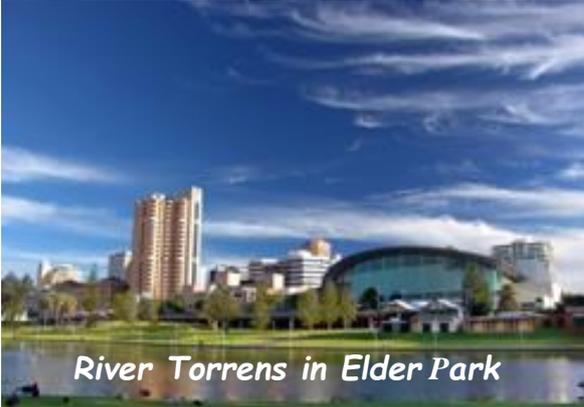
| | |
|--|--|
| Adelaide Central Market | www.adelaidecitycouncil.com |
| China Town (next to the Central Market) | |
| Adelaide Zoo | www.zoossa.com.au |
| Jam Factory – Contemporary Craft and Design | www.jamfactory.com.au |
| Adelaide Aquatic Centre | www.adelaideaquaticcentre.com.au |
| South Australian Museum | www.samuseum.sa.gov.au |
| Adelaide Botanical Gardens | www.botanicalgardens.sa.gov.au |
| South Australian Art Gallery | www.artgallery.sa.gov.au/agsa/home |
| Parliament House | www.adelaide.sa.gov.au/places/parliament-house |
| Adelaide Festival Centre | www.adelaidefestival.com.au |
| Tandanya Museum–Aboriginal Culture & Art | www.tandanya.com.au |
| Sightseeing tour of the River Torrens on the Popeye boat | http://thepopeye.com.au/ |
| Hire a bike and explore Adelaide CBD | www.bikesa.asn.au/adelaidefreebikes |
| Tram to the beach at Glenelg | www.adelaidemetro.com.au |



Adelaide Zoo



Glenelg



River Torrens in Elder Park



Central Market

Outside of Adelaide

Cleland National Wildlife Park

[www.environment.sa.gov.au/parks/fin
d-a-
park/Browse_by_region/Adelaide_Hill
s/cleland-conservation-park](http://www.environment.sa.gov.au/parks/fin
d-a-
park/Browse_by_region/Adelaide_Hill
s/cleland-conservation-park)

The wine growing regions - Barossa Valley, McLaren Vale, Clare Valley and Adelaide Hills

<http://tourism.sa.gov.au/>

Kangaroo Island - Kingscote, America River, Seal Bay, Remarkable Rocks, Admiral's Arch

<http://tourism.sa.gov.au/>

Warrawong Earth Sanctuary

www.warrawongws.com.au/

Hahndorf and the Adelaide Hills

<http://tourism.sa.gov.au/>

Mt Lofty Botanic Garden and Mt Lofty Summit - Look-out, visitor information and gift shop

<http://tourism.sa.gov.au/>

Limestone Coast - Robe, Mt Gambier, Naracoorte Caves, Millicent

<http://tourism.sa.gov.au/>

Eyre Peninsula - Port Lincoln, Streaky Bay, Baird Bay and Yorke Peninsula - Edithburgh, Marion Bay, Innes National Park)

<http://tourism.sa.gov.au/>

The outback including famous bush towns such as Oodnadatta, Coober Pedy, Andamooka, Lyndhurst, Roxby Downs

<http://tourism.sa.gov.au/>

Flinders Ranges and Outback - Wilpena, Parachilna, Mount Remarkable National Park and Gammon Ranges National Park

<http://tourism.sa.gov.au/>

For hiking and look-outs visit - Morialta Conservation Park, Waterfall Gully, Belair National Park

<http://tourism.sa.gov.au/>

Monarto Zoological Park - Monarto

www.monartozoo.com.au/



Alcohol

Young people under the age of 18 are not permitted to consume alcohol in public. If you buy alcohol, or are given it on licensed premises both you and the person selling are committing an offence and there are heavy penalties involved.

Smoking

It is an offence to:

- lend, give or sell cigarettes or tobacco to anyone under the age of 18
- buy cigarettes or tobacco on behalf of a person under the age of 18

Smoking is not permitted in many areas including whilst at OLSH College.

Drugs

There are severe penalties for illegal drug use or dealing drugs and any situation where drugs are involved should be avoided. At OLSH we have a very strict Alcohol and Drugs policy as both are not allowed and illegal. The guidelines are in place even if you are 18 years of age and studying at OLSH College. Any student who is found with or has consumed drugs and/or alcohol may be suspended or expelled. This would have severe consequences for your student visa.

Gambling

Young people under the age of 18 are not permitted to gamble. If you are under the age of 18, you may not enter gambling establishments such as the casino or gambling areas in pubs.

Nightclubs

Anyone under the age of 18 is not allowed into a licensed entertainment venue and it is an offence to provide false identification.

Stealing, Vandalism

There are severe penalties for anyone involved in stealing, shoplifting or damaging public property. Penalties will vary depending on the severity of the crime.

Harassment

Harassment is when someone makes you feel embarrassed, uncomfortable, afraid or upset. All schools have a policy that protects the rights of all students to study free from harassment. If you are harassed, tell someone in authority.

Complaints about sexual harassment and sexual assault can be made to your local police service, and may also be made to the Australian Human Rights Commission. There is a national support service run by 1800 RESPECT, and further support services are available in different states and territories in Australia.

If you require assistance with any of the above or need some legal advice, please contact the International Program Co-ordinator.

FILMS, VIDEOS, COMPUTER GAMES AND MAGAZINES

Classifications for the above are grouped according to what they contain:

| | |
|----|---|
| G | General, recommended for general viewing at any age |
| PG | Parental Guidance is recommended if you are under the age of 15 |
| M | Mature, not recommended if you are under 15 |
| MA | Mature Accompanied, people under the age of 15 not admitted unless accompanied by an adult/guardian |
| R | Restricted, no admission if aged under 18 |
| X | Restricted |
| RC | Refused Classification |

PART TIME WORK

As an international student you must adhere to strict rules regarding part time work associated with your [visa](#) in regards to part time work. As part of the conditions you must not work more than 40 hours per fortnight. Students must also provide details of their work arrangements to the International Program Officer.

Working in Australia for young people is safeguarded to ensure employers are doing the right thing with their workers. It is important that you know your rights in regards as an employee, are paid correctly, know what your duties are etc. Further information is available via the link below including for the Fair Work Ombudsman:

<https://www.fairwork.gov.au/find-help-for/young-workers-and-students>

The International Program Officer can also assist if you have any questions or are unsure what to do.

SUPPORT STAFF

The International Program Officer is your official point of contact as an overseas student. They are able to assist you with support services both here at school in terms of counselling, library, programs to get involved in etc and also outside of school.

The school offers a number of staff who are able to support you as an international student in many ways and some of these are:

- International Program Officer
- International Support Officer
- Home Class Teacher
- Pastoral Care Co-ordinator
- Subject Teachers
- Career Counsellor
- Counsellor
- Library Staff
- English as an Additional Language teacher

Prior to commencing at the College, students may complete an Intensive English course dependent upon their level of English prior to entering Australia. Once at the College, students may also select English as an Additional Language as a subject choice each year.

Our International Officers are aware of our obligations to you under the ESOS framework and any potential implications for you arising from these.

International students who require further information or a referral in regard to programs and services both within and outside of the College should contact the International Program Officer who will be able to assist them. The further information or referral is provided at no additional cost.

Our International Support Officer works closely with all International students both inside and outside of the classroom to help them achieve expected learning outcomes. She is available for one to one support or group support to students who are studying the same subject. She is able to support international students in addition to their subject teachers and home class teacher.

FACILITIES, EQUIPMENT AND LEARNING RESOURCES

Our modern, well-equipped facilities underpin fine educational offerings. Buildings around courtyards create a family atmosphere and a strong sense of community.

Our exceptional specialist areas such as Information Communication Technology Labs, Science Labs, Performing Arts Centre, Visual Arts and Technology suites, Commercial kitchen, Library and a state-of-the-art Language Centre all support active, enthusiastic and engaged learning.

Performing Arts has been enhanced by the addition of the Dance Studio which brings Dance to Year 7 through to Year 12, as well as after school classes. Dancing helps girls develop grace, poise, balance, coordination and body strength while developing confidence, discipline and resilience.

The Senior Campus combines bright classrooms with an educational philosophy designed for the needs of 21st century students. Supplementing this is the Integrated Learning Area [iLA] which brings together flexible learning options, adaptive educational practices and vocational pathways for all students in an environment of choice, independence and self-discipline.

The College is well equipped with learning resources and a well resourced library for students to use. The OLSH Library is a multi-use facility which aims to support the students with research, technology and recreational reading. It is open throughout the school day from 8:15am until 4:30pm (except Tuesdays) including recess and lunchtimes. Staff are available to help students with the selection of resources and students are encouraged to seek assistance with their coursework and technology projects. The collections include print materials, E-books, electronic resources and equipment.

We are technology rich and every international student receives a College laptop to use both at school and at home to support their learning. Technology is used throughout all areas in the College equipping our students with the tools to assist them in their future pathway.



IN AN EMERGENCY

| When an Emergency Occurs | Who to Contact | Contact Number |
|--|--|----------------|
| During School Hours (8:00am – 4.30pm, Monday to Friday – except public holidays) | School Front Office | 8269 8800 |
| Outside School Hours | International Contact | 8269 8822 |
| Life or Death Situation | Police, Ambulance or Fire Brigade | 000 |

Students who need to seek assistance for or report an incident that significantly impacts on their wellbeing should contact any of the above numbers and if unsure should call the school international contact for guidance and support.

International Students are to follow the below steps immediately if they feel they have experienced sexual or physical abuse:

- Inform their Homestay / Host family
- and or inform their international student coordinator – Nicola Davis - Bedford
- and or inform a OLSH College staff member
- and or report to South Australia Police by telephoning 000.

Any of the above steps is dependent on how comfortable you, the student, feels in discussing this matter with.

Think first then dial



Triple Zero
Police, Fire, Ambulance
in an emergency



131 444
Police Assistance Line
for non-urgent police assistance

COURSE CONTENT

Each year of secondary school prepares students for the following year.

Year 7

(40 weeks)

Subjects on offer in Year 7 include:

- Chinese
- Italian
- Vietnamese
- Drama
- Dance
- Music
- Visual Arts – Art
- Visual Arts - Design
- English/EAL
- Food and Textiles Technologies
- Humanities and Social Sciences
- Mathematics
- Health and Physical Education
- Digital Technologies
- Science
- Religious Education

Year 8

(40 weeks)

Subjects on offer in Year 8 include:

- Chinese
- Italian
- Vietnamese
- Drama
- Dance
- Music
- Visual Arts – Art
- Visual Arts - Design
- English/EAL
- Food and Textiles Technologies
- Humanities and Social Sciences
- Mathematics
- Health and Physical Education
- Digital Technologies
- Science
- Religious Education

Year 9

(40 weeks)

Subjects on offer in Year 9 include:

- Chinese
- Italian
- Vietnamese

- Drama
- Dance
- Music
- Visual Arts – Art
- Visual Arts - Design
- English/EAL
- Food and Textiles Technologies
- Humanities and Social Sciences
- Mathematics
- Health and Physical Education
- Digital Technologies
- Science
- Religious Education

Year 10

(40 weeks)

Subjects on offer in Year 10 include:

- Chinese
- Italian
- Vietnamese
- Drama
- Dance
- Music
- Visual Arts – Art
- Visual Arts – Design
- Visual Arts – Art (Photography)
- English/EAL
- Food and Nutrition
- Introductory Child Studies
- Humanities and Social Sciences
- Essential Mathematics
- Mathematics (10A)
- General Mathematics
- Physical Education
- Graphic Design
- Information Processing and Publishing
- Multimedia
- Personal Development Studies
- Vocational Education and Training
- Science
- Religious Education

Year 11 – Stage 1

(40 weeks)

Subjects on offer in Year 11 include:

- Chinese
- Italian
- Vietnamese
- Drama
- Dance

- Music
- Visual Arts – Art
- Visual Arts – Design
- Visual Arts – Art (Photography)
- English/EAL
- Food and Nutrition
- Introductory Child Studies
- Humanities and Social Sciences
- Essential Mathematics 1
- Essential Mathematics 2
- Mathematics Pre Methods
- Mathematics Pre Specialist
- General Mathematics
- Physical Education
- Graphic Design
- Information Processing and Publishing
- Multimedia
- Personal Development Studies
- Vocational Education and Training
- Integrated Learning (studies of religion)
- Biology A and B
- Chemistry
- Nutrition
- Physics
- Psychology
- Scientific Studies
- Accounting
- Business and Enterprise
- Graphic Design
- Community Studies
- Integrated Learning
- Research Project
- Workplace Practices
- English Literary Studies
- Essential English
- Outdoor Education (stage two)
- Economics
- Legal Studies
- Media Studies
- History A and B
- Society and Culture
- Tourism

Year 12 – Stage 2

(40 weeks)

Subjects on offer in Year 12 include:

- Chinese
- Italian
- Vietnamese
- Drama
- Dance
- Music



- Visual Arts – Art
- Visual Arts – Design
- English/EAL
- Food and Nutrition
- Introductory Child Studies
- Humanities and Social Sciences
- Essential Mathematics 1
- Essential Mathematics 2
- Specialist Mathematics
- General Mathematics
- Physical Education
- Graphic Design
- Information Processing and Publishing
- Multimedia
- Personal Development Studies
- Vocational Education and Training
- Integrated Learning (studies of religion)
- Biology A and B
- Chemistry
- Nutrition
- Physics
- Psychology
- Accounting
- Business and Enterprise
- Graphic Design
- Community Studies
- Integrated Learning
- Research Project
- Workplace Practices
- English Literary Studies
- Essential English
- Essential EAL
- Legal Studies
- Media Studies
- History A and B
- Society and Culture
- Tourism

MODES OF STUDY

Classes in all year levels Our Lady of the Sacred Heart College are offered on campus only. Only in extraordinary circumstances beyond the Colleges control will online learning be the learning option.

METHODS OF ASSESSMENT AND MONITORING STUDENT PROGRESS

Students are assessed through a variety of modes including assignments, classwork, homework projects, oral examinations, written examinations etc. Students are regularly assessed and details regarding assessments will appear on SEQTA, our learning management system.



Students can seek additional help from their class teacher, home class teachers, international support, studying in the library or through Homework club. In Year 12, additional sessions may be held during holiday times to assist students.

Students need to talk to teachers if they need extra time for an assessment task or require any further support.

Twice a year Parent Teacher interviews are held to discuss a students progress.

Students needs to maintain a C grade average as an International student along with at least an 80% attendance record. Student progress is regularly monitored and student reports are issued during the year and at the end of the year.

INTERNATIONAL STUDENT SUPPORT SERVICES

Our International Student Support team can provide one on one support to our international students with their school work, personal issues, problems with study, study habits and assisting with day to day queries e.g. accessing a bank, closest library etc. They can also provide guidance regarding homestay situations, part time work etc. They will support you and if needed, find someone who is able to provide the support you need e.g. counsellor, year level co-ordinator, library staff etc.

Students can visit the International office or email a member of the international team.

For support with English as an Additional Language, teachers of EAL students may be able to assist.

COMPLAINTS AND APPEALS

Our Lady of the Sacred Heart College recognises a student's right to make a complaint and is committed to addressing complaints and grievances effectively and fairly. The College aims to address complaints and grievances through a resolution process that:

- is impartial and fair to all parties involved;
- is carried out with transparency and consistency;
- is accessible and available to all students;
- is handled within established timelines;
- respects the privacy of all parties involved;
- is appropriate for dealing with complex and sensitive issues.

A student making a complaint or grievance has the right to a fair and thorough investigation, based on the principles of this policy. A student may make a complaint or grievance without fear of reprisals.

TERM DATES

Our Lady of the Sacred Heart College operates over four terms each year. The school year begins late January each year. Term breaks occur in April, July and October for 2 weeks per year. There is a longer break once school finishes in December / January each year.

For further information regarding term dates, please refer to the following link:

<https://www.schoolholidayssa.com.au/>



OLSH

OUR LADY OF THE
SACRED HEART
COLLEGE

496 Regency Road Enfield
SA Australia 5085

T +61 8 8269 8800

W: www.olsh.catholic.edu.au

E: olsh@olsh.catholic.edu.au

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