

2019



International Student Enrolment Information Guide



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From the Executive Principal



Dear Parent/Student,

King's Christian College offers a complete educational and accommodation service to a number of overseas students from both English and non-English speaking backgrounds. Over the last 39 years, we have been privileged to provide this service as part of our vision to bring cultural appreciation between Australians and people from other nations - particularly Asia. We presently have international students from more than 12 different nations represented at King's.

As you can see from the accompanying information, we offer a comprehensive educational service that prepares students for university entrance. At our two campuses, Reedy Creek and Pimpama, we enrol students from Prep (5 years old) to Year 12 (17-19 years old).

Once the student is competent enough in the English language to make the transition into the College, they will be supported with our English language support program (ESL).

To help the overseas students become comfortable in their new school and to integrate well with Australian students, the College has a policy of enrolling a limited number of students from each nation at each year level.

King's Christian College has developed a fine reputation for the care our staff shows towards our students. Our school program offers the benefits of technological, musical, artistic and sporting opportunities all within the pastoral ministry of a vibrant, Christian community.

In addition, the academic accomplishments of our students, especially our graduating Year 12s, has placed King's as one of the highest achieving schools in the whole state of Queensland.

King's has links with several universities on the Gold Coast, and also with universities in the state's capital, Brisbane which is only one hour's drive away. These universities offer all possible degrees from Bachelor to Doctoral degrees. King's personnel are able to offer advice and help to an international student in their search for a suitable university and its entry requirements to particular degrees. In addition, King's offers on-campus courses in post secondary, vocational education.

In parallel with our educational service, the College has a network of Christian families associated with King's who are willing to open their homes for accommodation to all our international students. This also helps the new student quickly adapt to their new environment.

As you can see, King's is a Christian college offering a comprehensive service to the international scholar; from airport pick-up to accommodation, English language support courses, government-accredited Prep, Primary, Secondary and Post-Secondary curriculum, to advice and information about suitable university education.

Take your time and peruse the enclosed information. If you have any further questions please phone or e-mail us using the contact information on the back of this prospectus.

Mr. Rees Davis *BSc, DipEd, BEd, MEd*
Executive Principal

Code of Practice

EDUCATIONAL STANDARD

King's Christian College (hereafter referred to as King's) has adopted practices, which will maintain high professional standards in the marketing and delivery of its courses, which will safeguard the interests and welfare of course participants.

MARKETING

King's Christian College's marketing materials and promotion of courses and education services are consistent with Australian Consumer Law, and do not make false claims or provide misleading information about itself, the facilities provided, its courses or course outcomes.

STUDENT INFORMATION

Every student of King's will be provided accurate, relevant and up-to-date information prior to student course commencement, which will include a copy of the Code of Practice plus:

- the admissions procedure and criteria
- a copy of the Refund Policy
- a written agreement outlining the total costs and fees payable by students
- facilities and equipment at the King's Christian College campus

RECRUITMENT

The recruitment of students will be conducted at all times in an ethical and responsible manner and consistent with the requirements of the curriculum.

FEES & REFUNDS

King's maintains safeguards for the fees paid by students and there is a fair and equitable refund policy which ensures that overseas students will be protected by the Education Services for Overseas Students (Registration of Providers Financial Regulation) Act 1991. Please refer to the Refund Process and Policy in the appendices.

COMPLAINTS & APPEALS PROCEDURE

If a student has a grievance in regard to any aspect of study at the college, it should firstly be raised with the International Student Registrar. If the issue is not resolved in this manner, a written statement of concern should be made to the Principal. Should it be necessary this will be taken to the Board of Directors for moderation. Please see the Complaints & Appeals Policy in the appendices.

ESOS LEGISLATIVE FRAMEWORK

The Education Services for Overseas Students Act 2000, or ESOS Act, establishes legislative requirements and standards for the quality assurance of education and training institutions offering courses to international students who are in Australia on a student visa. ESOS also provides tuition fee protection for international students.

King's is committed to offering high quality education services and protecting the rights of international students. Further information about the rights and responsibilities of international students can be found by following these links:

<https://internationaleducation.gov.au/Regulatory-Information/Documents/esosstudentfactsheetv4%20-%20Final%20clean%20copy.pdf>

<https://internationaleducation.gov.au/Regulatory-Information/Education-Services-for-Overseas-Students-ESOS-Legislative-Framework/ESOS-Review/Documents/TPSStudentBrochure03.pdf>

SANCTION

It is acknowledged by King's that registered training providers who do not meet the obligations of this code or supportive regulatory requirements may, where applicable, have their registrations as training providers withdrawn.

Mr. Rees Davis BSc, DipEd, BEd, MEd
College Principal

About King's Christian College

King's Christian College operates from three campuses on Queensland's Gold Coast. Our Reedy Creek campus was established in 1980 and offers Kindergarten and Pre Prep as well as Primary and Secondary schooling, plus a Trade Training Centre on the same campus. Located just west of the M1 from Robina, the Reedy Creek campus is centrally located on the Gold Coast and convenient to public transport.

The campus is divided into discreet areas for each section of the school. This provides a small school atmosphere within the wider campus. The campus is divided into a Foundation Years Precinct (Early Learning Centre and Prep), Years 1 - 3, Years 4 - 6, High School (Years 7 - 12) and Trade Training Centre.

As a result of a master planned building program, students and staff enjoy excellent facilities, with a state-of-the-art Prep Centre, Early Learning Centre, Sports Centre, auditorium, Industrial Design and Technology Centre, innovative classrooms designed for project-based learning and specialist science, home economics, art, dance, drama and music facilities.

Our Pimpama campus was opened in 2015 in the fast-growing northern Gold Coast region. This campus offers Kindergarten, Pre-Prep and Primary School, with High School starting in January 2019 with Year 7.

The campus is a master-planned 40-acre site, and we have a construction program designed to provide new, state of the art facilities to match student needs as the school grows.

Stage 2 of our classroom facilities opened at the beginning of 2017. This building includes a library, music room and indoor amphitheater as well as eight additional classrooms. The first stage of our Community Centre was completed in late 2017. This stage included an auditorium, café, offices and school reception. Construction of the first High School building was completed at the end of 2018. This building contains modern, multi-purpose classroom spaces as well as specialist science, home economics and industrial arts facilities.

College Culture

At King's our mission statement is: 'Educating students in Christian leadership for tomorrow's generation'. To achieve this we are very intentional about the culture we cultivate, and the leadership development that takes place across all grades.

The culture within the student body is entrenched in three core values:

- Christ - Love God
- Community - Love People
- Competence - Pursue Excellence

From these core values the school aims to develop the following character traits in every King's students:



Course Information

King's Christian College is a *Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS)* school.

The CRICOS Provider Number is 00341A.

At King's, Primary School is Prep to Year 6; Middle School is Years 7 to 9; and Senior School is Years 10 to 12.

COURSES OFFERED

King's Christian College is pleased to offer the following CRICOS registered courses at our campuses:

Reedy Creek campus:	Pimpama campus:
Primary (Prep-Year 6) CRICOS Course No: 082924K	Primary (Prep-Year 6) CRICOS Course No: 082924K
Junior Secondary (Years 7-10) CRICOS Course No: 082925J	
Senior Secondary (Years 11-12) CRICOS Course No: 082926G	

SENIOR SUBJECT INFORMATION – COURSE CREDIT

King's Christian College will assess all applications for course credit for students enrolling in Senior Secondary Studies.

The student may receive course credit for units completed based on evidence provided of studies undertaken under the relevant state or territory curriculum assessment authority or nationally accredited framework.

King's Christian College assesses and records course credit, according to requirements of the Queensland Curriculum and Assessment Authority (QCAA).

MODE OF STUDY

All courses offered by King's are of a full-time nature. Students are required to attend course(s) face-to-face in school facilities on campus. Depending on course components, a student's course may also include:

- Online learning in class time or after school hours
- Approved excursions or field trips
- Approved work experience program
- Outdoor education activities
- Approved studies that contribute to a student's enrolled course but are delivered by another approved provider

INTERNATIONAL STUDENT REGISTRAR CONTACT DETAILS

Phone +61 7 5587 7650

Mobile (after hours/emergency) +61 414 873 630

Email international@kingscollege.qld.edu.au

Application & Enrolment Process

STEP 1 - COMPLETE APPLICATION FORM ONLINE

Please complete the online International Student Enrolment Application form, answering ALL QUESTIONS. Please include the most recent academic transcripts, officially translated into English. If the student has completed an English language assessment please include copies of report. Payment of an application fee is required before any application can be processed.

Applications can be made at <https://www.kingscollege.qld.edu.au/enrolments/international-students>

STEP 2 - INTERVIEW WITH HEAD OF DEPARTMENT

Once an application is received a time will be made for the student to be interviewed by a Head of Department, via skype. The student must complete a successful interview BEFORE a place will be offered. Following this interview a request may be made for the student to undertake an English language assessment to further support their application.

STEP 3 - ACCEPTANCE LETTER ISSUED

If a place is available in the appropriate year level and the application is successful, a letter of offer will be issued to the applicant. Along with the letter of offer there will be a written agreement and a quote for one year's fees.

STEP 4 - PAYMENT OF FEES

When you receive a letter of offer and you wish to accept, please confirm by returning the signed Written Agreement followed by payment of the required fees as outlined in the quote. Payment can be made by bank transfer or credit card. When transferring a payment please include the account code and student name. Details for bank transfer payments will be provided with the initial quote.

STEP 5 - STUDENT VISA DOCUMENTS ISSUED

When the Written Agreement has been signed and returned and the payment of fees has also been received, the documents needed for a student visa application can be issued. The documents include an Electronic Confirmation of Enrolment (ECoE) and, where necessary, a welfare/accommodation approval (CAAW). These forms must be submitted, with your student visa application and evidence of Overseas Student Health Cover (OSHC), online with the Australian Department of Home Affairs (DHA) previous known as Department of Immigration and Border Protection (DIBP)

STEP 6 - ENGLISH LANGUAGE ASSESSMENT (IF EVIDENCE NOT PROVIDED PREVIOUSLY)

A satisfactory level of English is required before a student can commence enrolment. If the student has not studied in English before, it is mandatory that the student attend an ELICOS course prior to enrolment. Students normally attend Primary/High School Preparation courses for a minimum of two terms, after which the applicant must be able to successfully complete an English language assessment. If the student has not yet completed an English language assessment and provided the school with evidence of such, once the student has arrived in Australia, and prior to commencement of enrolment, an English language assessment can be organised by contacting the International Student Registrar.

STEP 7 - ARRANGE HOMESTAY & AIRPORT PICK UP

When a student visa has been issued, it is important to notify the college of the date and time of arrival in Australia so that appropriate homestay accommodation and airport pick-up can be organised. If the date of travel or commencement changes, please notify the college immediately.

STEP 8 - HOMESTAY AND SCHOOL ORIENTATION

Within the first week of starting at King's, the student will undertake orientation where expectations are outlined in regards to conduct at school and within their homestay environment if applicable.

Entry Requirements

International students applying for entry to King's Christian College must have suitable academic qualifications relevant to the course they wish to enter and meet minimum levels of English language proficiency.

For full details, please refer to the Entry Requirements and Enrolment Conditions policies located in the appendix section of this guide.

Applications for enrolment must be made online on King's Christian College's website using the International Student Enrolment Application. This must be correctly completed, and must be accompanied by the following documents to support the application:

- a) Copies of Student Report Cards from the previous 2 years of study, including a copy of the latest Student Report;
- b) A completed Reference Form from the student's current or most recent school Principal is also required if student Report Cards do not record student behaviour or commitment to studies;
- c) Written evidence of proficiency in English as a second language OR provide proof of intention to study at a language school
- d) Photocopy or scanned copy of passport page with name, photo identification, passport number and expiry date
- e) Completed Homestay Form (if Homestay placement is needed)
- f) Enrolment Application Fee

ACADEMIC REQUIREMENTS

The minimum academic requirements are:

Primary School - Evidence of application to schoolwork and age-appropriate achievement in literacy and numeracy areas of the curriculum

Years 7 – 12 - A pass level or "C" grade or better for the majority of core subjects and age-appropriate achievement in literacy and numeracy areas of the curriculum

Note: The Senior Secondary course begins in Semester 2 of Year 10. Therefore, students wishing to enter the Senior Secondary course must be enrolled and have commenced their studies on, or before, the start of Year 10 Semester 2.

ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS

- a) Applicants are assessed individually based on the contents of their report cards and personal references, and may also be required to undertake a language proficiency test set by the school.
- b) If supplied, King's Christian College will assess evidence of English language proficiency presented by a student at the time of application, but reserves the right to confirm the student's English language proficiency through additional tests.
- c) If not presenting appropriate evidence of English language proficiency at the time of application, King's Christian College will assess the student's application for entry based on satisfactory test results as follows:

For Entry to	NLLIA	IELTS
Prep – Year 3	Level 4	4.5
Year 4 – Year 6	Level 4	4.5
Year 7 – Year 9	Level 5	5.5
Year 10	Level 5+	6.0
Year 11	Level 5+	6.0
Year 12	Level 5+	6.0

d) Students should note that if their language proficiency is below that outlined above, they will be required to undertake an intensive English language course before beginning mainstream studies.

e) If undertaking an intensive English language course before beginning mainstream studies, English language proficiency will be reassessed at the conclusion of the language course to ensure the student's level of proficiency is sufficient to allow them to commence their mainstream course.

Accommodation

Whilst studying at King's Christian College, students must have their accommodation arrangements approved by the college and the Department of Home Affairs. Students under the age of 18 are required to maintain adequate welfare and accommodation requirements as a condition of their student visa.

Students have two options for accommodation arrangements:

- 1) live in college-organised homestay approved by the college OR
- 2) live with a close family member approved by the Department of Home Affairs

Full details on both options, including responsibilities and obligations applicable to both the college and parent/guardian can be found in the policy appendix.

HOMESTAY

Homestay is a very popular form of accommodation. It offers an international student the security and comfort of a real home while they are away from their family, enabling them also to experience the Australian family culture first-hand.

For students who have indicated on their application form that they will live in homestay, King's will organise a suitable homestay placement. All conditions for homestay must be agreed to before moving into a college-organised homestay. A one-off \$275 placement fee is charged by the college to find a suitable homestay.

Please refer to the fee schedule for the cost of a college-organised homestay. The homestay fee is paid direct to the college in advance, either by year or by semester from enrolment commencement.

When living in homestay, students may be asked to participate in some minor household tasks for example, keeping their room tidy, helping with the dishes after a meal, making their own breakfast or lunch.

At King's Christian College all homestay families are chosen carefully by the college's Homestay Coordinator. They must pass government regulations and requirements to be part of the homestay program. The well-being of our students is very important to us and we do our best to make sure that our international guests enjoy every aspect of their stay at King's.

Students are expected to return to their home country during the summer vacation, which is almost two months in duration, over December and January. If alternate arrangements are made, they must be with the approval of the college's Homestay Coordinator earlier in the year.

WHAT TO EXPECT IN YOUR HOMESTAY

A homestay organised by the college's Homestay Coordinator is **expected to provide** the following:

- Three meals a day, plus snacks
- Inclusion (where possible) in all family activities
- Supervision and monitoring of homework and behaviour
- Checking that homework and assignments are up to date
- Regular liaison with the College if there are any issues that need to be dealt with (eg. after school functions or detentions etc)
- Regular liaison with subject / year level teachers by attending high school partnership evenings
- When a student is ill, it is the homestay's responsibility to contact the college to advise of the student's absence
- Washing and ironing of clothes and uniforms (older students may wish to do their own ironing)
- Minor clothing repairs where possible (eg. hem undone, small tear in shorts etc)
- Provision of heating in winter / fan in summer
- General parental love, care, concern, discipline and direction
- Monitoring / supervising social outings and activities, especially on weekends
- If a family outing includes a meal, then payment of that meal is provided by the homestay family
- In the event of an emergency, provide transport to a doctor or hospital

Accomodation cont.

- Provide transport as requested, if necessary and where reasonable
- Report any socially unacceptable behaviour or extended absences to the college's Homestay Coordinator
- While hosting a King's Christian College student, the host family agree to have a **maximum** of two homestay students at any one time

Two week's notice must be given in writing to the College's homestay coordinator, if exceptional circumstances make it necessary for a student to move out of the college-organised homestay. This may only be done with the approval of the college's Homestay Coordinator. Further fees apply for students who change homestay accommodation.

International Student Fee Schedule 2019

TUITION FEES		
International Tuition Fees	Per Semester	Per Year
Primary Prep - Year 3	\$ 10,100	\$ 20,200
Primary Years 4-6	\$ 10,250	\$ 20,500
Middle School Years 7 - 9	\$ 10,675	\$ 21,350
Senior High School Years 10-12	\$ 10,675	\$ 21,350
Enrolment Fee - one off / per student *		\$1,000

INTERNATIONAL TUITION FEES INFORMATION

CONSUMABLE FEE - The consumable fee is included in the tuition fee above and covers all compulsory activities including ESL lessons, stationery, books, textbook hire, locker hire, student ID cards, technology levy (includes laptop/iPad for students in Years 5-12), subject excursions plus transportation for all subject excursions.

PAYMENT OF FEES

Fees can be paid using any of the following options:

- Bank transfer from overseas - details will be supplied in letter of offer
- Paying in person - payments can be made in person at the College's administration office using cash or credit card.
- Paying by direct debit - this type of payment method can be used if residing in Australia.

DUE DATES FOR PAYMENT OF FEES - 2019

Semester 1 fees are due by **Friday 15 January 2019** and Semester 2 are due by **Friday 15 June 2019**.

WHEN LEAVING THE COLLEGE

Please note that when leaving the college, enrolment conditions require that **one term's notice must be given in writing** prior to the removal of a student.

In the event of such notice not being given, one term's fees will be charged in lieu thereof.

ENROLMENT CONDITIONS AND REFUND POLICY

Please read through and understand the College's enrolment conditions and refund policy in this prospectus.

*The enrolment fee is non refundable except in the event of a visa refusal where refunds will be calculated in accordance with Item 6a of the refund policy.

COMPULSORY NON-TUITION FEES (WHERE APPLICABLE)	
<p>APPLICATION FEE - \$220</p> <p>ALL applications for enrolment must be accompanied by a \$220 application fee. This fee is non-refundable and will include an English language assessment.</p>	\$220 for each enrolment
<p>UNIFORMS - ALL STUDENTS</p> <p>All uniform items are available at the college's Uniform Shop except for shoes. Purchases can be made with cash or credit card prior to enrolment. Prices include GST. Price quoted is for initial set up only.</p>	<p>\$ 900 (approx) for Prep - Year 6</p> <p>\$1000 (approx) for Years 7-9</p> <p>\$1100 (approx) for Years 10-12</p>

Fee Schedule 2019

COMPULSORY NON-TUITION FEES (WHERE APPLICABLE)

<p>QLD CURRICULUM & ASSESSMENT AUTHORITY FEES - ALL YEAR 11 & 12 STUDENTS</p> <p>The QCAA fee applies to all international students in Years 11 and 12 who wish to gain entry to an Australian university after graduating. The fee is for the moderation and processing of student work, the calculation of results and the printing of certificates by QCAA.</p>	<p>\$453.50 per year</p>
<p>HOMESTAY FEES - YEAR 7-12 STUDENTS (WHERE APPLICABLE)</p> <p>When the option for homestay is chosen, a student will live in a college-organised homestay. The cost of homestay is \$325 per week and while away from homestay the cost is \$175 per week.</p>	<p>\$ 8,450 per semester \$16,900 per year</p>
<p>MEDICAL INSURANCE (Medibank Private) - ALL STUDENTS</p> <p>As required by Australian law, medical insurance must be purchased for a student on a student visa. This can be arranged for your child for the planned length of their enrolment at King's and must be paid for in full with the first payment of school fees</p>	<p>\$600 (approx) for 12 months</p> <p>See Medibank Private website for more details</p>
<p>END OF YEAR CELEBRATION - YEAR 12 STUDENTS ONLY</p> <p>Year 12 students celebrate with an end of year Formal</p>	<p>\$170</p>
<p>HOMESTAY PLACEMENT FEE - YEAR 7-12 STUDENTS (WHERE APPLICABLE)</p> <p>To find a suitable homestay, the college charges a placement fee.</p>	<p>\$275</p>
<p>REQUEST FOR DOCUMENTATION REQUIRING SCHOOL STAMP</p> <p>Student who require signed and/or stamped report cards and other documentation. These are usually require for students applying for another school or university.</p>	<p>\$25 per set</p>

OPTIONAL NON-TUITION FEES (WHERE APPLICABLE)

<p>BUS FEES - ALL STUDENTS</p> <p>Bus fees are for transportation to and from school each day on a King's Christian College bus.</p>	<p>\$ 700 per semester \$1400 per year</p>
<p>CANBERRA TRIP - YEAR 6 STUDENTS ONLY</p> <p>All Year 6 students can participate in the annual trip to Canberra as a culmination of all they have learned about Australian governance during the year. Included in the trip is a stopover of fun in the snow.</p>	<p>\$990 (approximate)</p>
<p>MELBOURNE TRIP - YEAR 9 STUDENTS ONLY</p> <p>All students from Year 9 can participate in the annual trip to Melbourne as a fun cultural tour together with teachers. The trip is optional with a limited number of places available.</p>	<p>\$625 (approximate)</p>

FEES SUBJECT TO CHANGE

All fees are quoted in accordance with the 2019 fee schedule. Fees are subject to annual review and may therefore change.

REFUND POLICY

Please also refer to the Refund Policy located in the appendix of this guide and included in the Written Agreement.

Term Dates & Attendance

TERM DATES 2019

TERM	FIRST DAY	PUBLIC HOLIDAYS	LAST DAY
ONE	<p>Year 12 Thursday 24 January</p> <p>Prep - Year 7 & New students Years 8-12 Tuesday 29 January</p> <p>All returning students Year 8-11 Wednesday 30 January</p>	<p>Australia Day Monday 28 January</p> <p>Good Friday Friday 19 April</p> <p>Easter Monday Monday 22 April</p>	Thursday 4 April
TWO	Tuesday 23 April	<p>ANZAC Day Wednesday 25 April</p> <p>Labour Day Monday 6 May</p>	Thursday 20 June
THREE	Tuesday 16 July	Gold Coast Show Holiday Friday 30 August	Friday 20 September
FOUR	Tuesday 8 October	Queen's Birthday Monday 7 October	<p>Year 12 Friday 15 November</p> <p>Pre-Year 11 Friday 29 November</p>

SPECIAL PROVISION FOR STUDENTS UNDER THE AGE OF 18

Please note that if a student will be travelling to Australia alone, and they are under the age of 18, arrival in Australia must coincide with the dates mentioned in the Welfare/Accommodation approval (CAAW) issued for a student visa. Please check the dates before making flight bookings.

TRAVELLING WITHIN AUSTRALIA DURING ENROLMENT

It is an enrolment condition that international students under the welfare responsibility of King's, are **NOT permitted to travel within Australia without the written permission of the college** and without a suitable chaperone. Application may be made by completing the necessary forms. Please see the college's International Student Registrar.

ARRIVAL & DEPARTURE DATES FOR VACATION PERIODS

If a student is planning to go to their home overseas during vacation time, flight departures and arrivals should be booked early coinciding with college term dates above.

TERM DATES

Please note that one of the enrolment conditions **requires all students to be present on the first and last day of each term.**

Term dates are available on our college website, the International Student Handbook and this guide. Parents and students are responsible to ensure that these dates are adhered to. If students arrive more than 5 days late at the start of a term, in line with DHA regulations, the college is required to make a report to Department of Home Affairs.

Course Content

PRIMARY SCHOOL

The Primary School curriculum is focused upon the teaching of foundational skills and knowledge, whilst developing a love of life-long learning. At King's we believe that formal education should be both academically challenging and interesting. Our air-conditioned classrooms are places of interest, friendship, order, respect and studious work. A thorough primary school education is the best foundation for success in high school and beyond.

In the early years of primary school, from Prep to Year 2, the curriculum has a strong focus on the development of foundational literacy and numeracy skills. With the assistance of a speech specialist, our committed Christian staff provide students with an exceptional foundation to their formal education.

As students progress through Years 3 – 6, there remains a major focus on each student acquiring a sound knowledge of literacy and numeracy skills. Complementing these core areas, students learn contemporary I.T. skills, grown in their knowledge of the arts and most importantly, grow in Christian character.

Core curriculum subjects are taught by classroom teachers and these include:

- English
- Mathematics
- Science
- Humanities and Social Sciences
- Christian Living

Specialist teachers are engaged to teach a variety of other subjects on rotation and these include:

- Art
- Digital Technology
- English Support Classes (ESL)
- Health
- Physical Education
- Languages - Spanish
- Music



PRIMARY SCHOOL ASSESSMENT

King's Christian College is dedicated towards inquiry; toward deep and extended learning processes, and toward more effective assessment practices and feedback on the learning process. Assessment is used to inform planning and practice, guide instruction and lead to improved student learning.

Assessment may take the form of:

Diagnostic Assessment involves teachers assessing prior knowledge before beginning a new inquiry or topic and then students will be given an opportunity to share their prior knowledge.

Formative Assessment (informal) is interwoven with daily instruction and assists the teacher in planning the next stage of learning. It provides regular and frequent feedback to the teacher and the student. It also gives students an opportunity to improve their understanding and to cultivate their enthusiasm for learning.

Summative Assessment (formal) occurs when teachers use evidence of student learning to make judgements on student achievement against goals and standards.

Assessment in the classroom may include:

- Criteria task sheets and clear rubrics.
- Using formative samples of work that provide information about student learning.
- Collecting evidence of students' understanding and thinking.

Course Content cont.

- Documenting the learning process of groups and individuals.
- Engaging students in reflecting on their learning.
- Self and peer assessment.
- Keeping records of assignments and results.
- Processes that make student learning visible.

MIDDLE SCHOOL

Middle School subjects During the Middle School program, students will have the opportunity to study a complete range of subjects, however this depends when a student commences their enrolment in Middle School. In Years 7 and 8, all students study the complete range of subjects. The program is designed to give students a solid grounding in the basics for their secondary school education while providing exposure to a large range of subjects. This then enables students to make informed decisions when choosing electives in Year 9. An information evening and careers expo is held in Term 3 to help students and parents make elective subject choices for Year 9.

YEAR 7 & 8 CORE SUBJECTS:	YEAR 7 & 8 ROTATIONAL SUBJECTS
<ul style="list-style-type: none"> • Christian Studies • English • Geography • History • Mathematics • Physical Education • Science 	<ul style="list-style-type: none"> • Art • Business • Digital Technologies • Drama • Home Economics • Industrial Design and Technology • Japanese • Music
YEAR 9 CORE SUBJECTS:	YEAR 9 ELECTIVE SUBJECTS:
<ul style="list-style-type: none"> • Business • Christian Studies • English • Mathematics • Science 	<p>Creative Arts - which includes a choice of:</p> <ul style="list-style-type: none"> • Art – Digital • Art – Visual • Dance • Drama • Music <p>Humanities - which includes a choice of:</p> <ul style="list-style-type: none"> • Geography • History • Home Economics • Japanese <p>Industrial Design & Technology including a choice of:</p> <ul style="list-style-type: none"> • Graphics • Industrial Skills • Technology Studies • Physical Education

Course Content cont.

YEAR 10 COURSE CONTENT

- All students must study **English, Mathematics and Christian Studies**. Christian Studies gives students the opportunity to work towards attaining Certificate III in Christian Ministry & Theology.
- Please see information about subjects in the Subject Information Booklet.

YEAR 10 SUBJECT CHOICES					
A	B	C	D	E	F
English	Mathematics General	Mathematics Specialist	Chemistry	Physics	Biology
	Mathematical Methods	Legal Studies	Business	Digital Solutions	Accounting
		Food Technology & Textile Design	Dance	Geography	Japanese
		Visual Art	Design	Music	Drama
		Physical Education		Film TV	Engineering
				Pshychology	*Digital Art
		* Recreational Sport		* Industrial Technology Skills	*Industrial Graphics Skills

YEAR 11 & 12 COURSE CONTENT

All students must study **English, Mathematics and Christian Studies**. Christian Studies gives students the opportunity to work towards attaining Certificate III in Christian Ministry & Theology.

- Students must study five QCAA subjects to obtain an OP score. Subjects marked with an * do not count towards an OP score.
- Please see details of subjects in the Subject Information Booklet (provdied before commencemnt of studies).

YEAR 11 SUBJECT CHOICES					
A	B	C	D	E	F
English	Maths A	Maths C	Chemistry	Physics	Biology
	Maths B	Legal Studies	Business Management	Information Processing & Technology	Accounting
		Home Economics	Dance	Geography	Japanese
		Visual Art	Graphics	Music	Drama
		Physical Education		Film TV	Technology Studies
*English Communication	*Prevocational Mathematics	*Recreational Sport	*Business Studies	*Industrial Skills	*Digital Art

Course Content cont.

YEAR 12 SUBJECT CHOICES					
A	B	C	D	E	F
English	Maths A	Maths C	Chemistry	Physics	Biology
	Maths B	Legal Studies	Business Management	Information Processing & Technology	Accounting
		Home Economics	Dance	Geography	Japanese
		Visual Art	Graphics	Music	Drama
		Physical Education		Film TV	Technology Studies
* English Communication	* Pre-vocational Mathematics	*Recreational Sport	*Business Studies	*Industrial Skills	*Digital Art

HIGH SCHOOL ASSESSMENT

In High School, across all year levels, all assessment items are graded by using a criteria sheet. In the senior school, the criteria sheets for Years 11 and 12, along with student work, are compulsorily vetted by a panel of subject specific teachers from other schools. This process is known as verification and moderation and places strict expectations on schools.

The Middle School criteria sheets are modelled on the senior school documentation so students are trained early to develop confidence in knowing what is expected of them when it comes to completing an assignment or test. Criteria sheet standards need to be met in order to be awarded the appropriate grade. These sheets grow in complexity as a student progresses through a course and through year levels.

Additional handbooks containing further details, for Primary, Middle and Senior School, will be provided upon enrolment.

Course Attendance and Progress

Overseas students are required to meet and maintain satisfactory course progress and attendance requirements under visa condition 8202 and under Standard 8 of the National Code of Practice for Providers of Education and Training to Overseas Students 2018.

COURSE PROGRESS

To demonstrate satisfactory course progress, students will need to satisfactorily achieve in any study period / semester:

- i. In primary school – a minimum pass grade (Competent) in 80% or more of subjects studied in any study period.
- ii. In high school – a minimum pass grade (C-) in 80% or more of subjects studied in any study period.

COURSE ATTENDANCE

Satisfactory course attendance is attendance of 80% of scheduled course contact hours.

For further information, please refer to the Student Progress, Attendance & Course Duration Policy which can be found in the appendices.

Behaviour Management & Student Expectations

King's Christian College has a comprehensive behaviour management policy and program which aims to provide a safe school environment that enhances the wellbeing of all students and staff. An outline of this is given below and should be read in conjunction with Student Expectations contained in the appendix section of this document.

BEHAVIOUR MANAGEMENT OVERVIEW

Purpose

The central purpose of Behaviour Management at King's Christian College is the 'Restoration of Relationships' and to help shape students' character to reflect the character of Christ.

Foundational Scripture

"To lead a life worthy of the Lord, fully pleasing to him, bearing fruit in every work and increasing in the knowledge of God".
(Colossians 1:10)

Specific aims

- To provide a safe and happy environment where students are given the opportunity to realise their God given potential free of bullying and harassment.
- To develop in the students a respect for both staff and their peers.
- To develop in the students self-discipline and individual responsibility for their behaviour.
- To develop a positive environment for both students and parents where effective communication and pastoral support can occur where difficulties exist.
- To praise and appropriately reward students when there has been a change of behaviour and attitude.
- To provide opportunities for friendships (relationships) to be restored
- For students to admit what they have done and understand the effect that their behaviour has on themselves and others.
- For students to realise and accept that consequences come as a result of negative behaviour.
- For students to see the importance of change and genuine repentance.

At King's Christian College it is recognised that it is the parents who have overall responsibility for the education and training of their children. With this in mind, parents need to be informed throughout all stages of the behavioural management process, so that they work in partnership with the school.

Students at King's Christian College are expected to meet all behaviour and conduct requirements as explained in the Student Expectations document. Please refer to the policy appendix at the end of this document for full details.

Policy Links

Please click on the heading below to follow the links to find the policies relating to enrolment:

[Accommodation & Welfare Policy](#)

[Complaints & Appeals Policy](#)

[Deferment, Suspension & Cancellation Policy](#)

[Enrolment Conditions](#)

[Entry Requirements Policy](#)

[Privacy Policy](#)

[Refund Policy](#)

[Student Behaviour Expectations](#)

[Student Progress, Attendance & Course Duration Policy](#)