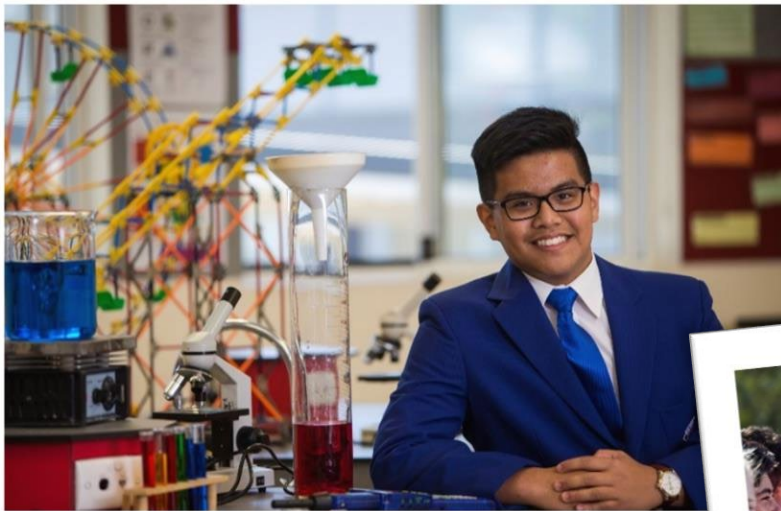


# Aspley State High School

“Not for oneself but for all”

## International Student Handbook 2024



## Welcome to Aspley State High School

Thank you for taking the time to learn about our wonderful school. At Aspley, we focus on the development and growth of the whole child. We see high school as the foundation learning to prepare your child to be an independent and capable lifelong learner.

Our staff are experts in teaching academic reading, writing and speaking skills to ensure students reach their potential and have the academic resilience to be successful in life beyond school. Our Intensive English Centre, Homework Club/Tutorials and After School Supervision are programs that help to support the development of academic English speaking, writing and reading skills in addition to classroom instruction.

We know the importance of having a strong relationship between school, the child and their family. I look forward to working with you, your child and their Australian Homestay Family to create a high quality High School experience in our diverse and dynamic school.



**Jacquita Miller**  
Principal



## International Student Program Staff



**Jacquita Miller**  
Principal



**Michael Sparks**  
Deputy Principal  
Yr 11/12



**Stuart Butwell** Deputy  
Principal  
Yr 9/10



**Sue Lonsdale** Deputy  
Principal  
Yr 7/8



**Tristan Houghton**  
Deputy Principal  
Inclusion



**Sharon Newman**  
Guidance Officer



**Arwen Ramke**  
EAL/D Teacher



**Emily Bianchi**  
Youth Support  
Worker



**Mel Thomson**  
International  
Student/Homestay  
Coordinator



**Alex Harding**  
Head of Year  
11/12



**Joshua Crossley**  
Head of Year 9/10



**Jodie Major**  
Head of Year 7/8

## School Contact Details

**Office Hours:**

Monday to Thursday: 7.45am – 3.45pm

Friday: 7.45am – 3.30pm

**Address:**

Aspley State High School  
651 Zillmere Road  
Aspley Qld 4034

**Phone:**

3863 9222

**After Hours Emergency:**

**1800 QSTUDY (1800 778 839)**

**Fax:**

3863 9200

**Email:**

[isp@aspleyshs.eq.edu.au](mailto:isp@aspleyshs.eq.edu.au)

**Website:**

[www.aspleyshs.eq.edu.au](http://www.aspleyshs.eq.edu.au)



## Emergency Contacts

Please put these numbers into your phone.

Dial 000 in an emergency and ask for Police, Ambulance or Fire Rescue

After Hours Emergency Contact Number	International Students Hotline	<b>1800 QSTUDY (1800 778 839)</b>
Student & Homestay Coordinator	Ms Mel Thomson	<b>3863 9280</b>
Aspley State High School	Administration	<b>3863 9222</b>
Student Absences	Student Absence Line Student Absences Mobile (text only)	<b>3863 9260 0447 100 251</b>
Emergency Services	Police Fire Rescue Ambulance	<b>000 000 000</b>
Police Station	Carseldine	<b>3863 5111</b>
Kids Help Line	24 Hour Counselling Service	<b>1800 551 800</b>
Beyond Blue	24 Hour Counselling Service	<b>1300 224 636</b>
Lifeline	24 Hour Counselling Service	<b>13 11 14</b>

## Emergency Procedures

**Evacuation Procedure – long rings of bell**

**The Fire Drill Procedure for Aspley State High School is:-**

- a) FIRE WARNING will consist of a prolonged intermittent ringing of the electric bell or the ringing of a hand siren in the case of an electrical fire or early warning
- b) On hearing the alarm, teachers will instruct students to:
  - Leave ALL materials in the room
  - Leave by the nearest exit and move directly to the marshalling areas on the oval and line up in class groups.



A map showing the evacuation procedure is displayed in each room.

**Lockdown Procedure – three short bells**

- On hearing this signal, teachers are to instruct students to **remain in the classroom**
- Students and Teachers must sit on the floor away from windows and doors
- Complete quiet must be maintained at all times.

Aspley State High School International Student Program

**Bell Times**

	<b>Monday</b>	<b>Tuesday</b> <i>Junior Sport Day</i>	<b>Wednesday</b> <i>Senior Sport Day</i>	<b>Thursday</b>	<b>Friday</b>
<b>P1</b>	<b>8.30 to 9.40</b>	<b>8.30 to 9.50</b>	<b>8.30 to 9.50</b>	<b>8.30 to 9.50</b>	<b>8.30 to 9.50</b>
<b>P2</b>	<b>9.40 to 10.50</b>	<b>9.50 to 11.00</b>	<b>9.50 to 11.00</b>	<b>9.50 to 11.00</b>	<b>9.50 to 11.00</b>
<b>Lunch</b>	<b>10.50 to 11.20</b>	<b>11.00 to 11.40</b>	<b>11.00 to 11.40</b>	<b>11.00 to 11.30</b>	<b>11.00 to 11.40</b>
<b>P3</b>	<b>11.20 to 12.30</b>	<b>11.40 to 12.50</b>	<b>11.40 to 12.50</b>	<b>11.30 to 12.40</b>	<b>11.40 to 12.50</b>
<b>Lunch</b>	<b>12.30 to 1.00</b>	<b>12.50 to 1.30</b>	<b>12.50 to 1.30</b>		<b>12.50 to 1.30</b>
<b>P4</b>	<b>1.00 to 2.10</b>	<b>1.30 to 2.40</b>	<b>1.30 to 2.40</b>	<b>12.40 to 1.10</b> <i>Pastoral Care</i>	<b>1.30 to 2.40</b>
	<b>2.10 to 3.00</b> <i>Assembly</i>				
<b>Finish</b>	<b>3.00pm</b>	<b>2.40pm</b>	<b>2.40pm</b>	<b>1.10pm</b>	<b>2.40pm</b>
<i>Homework Club</i>		<b>2.40 to 4.00</b>	<b>2.40 to 4.00</b>	<b>1.10 to 3.00</b>	

## Important Information for You

<b>Absence from school</b>	Ask your homestay parent to call the <b>Student Absences line - 3863 9260</b> or text the <b>Student Absences mobile - 0447 100 251</b> explaining why you are absent and for how long. If you are absent for two days or more, absent for an exam or absent on an assignment due date, a medical certificate is required. Refer to our Assessment Policy in your student planner.
<b>Late for school</b>	Go to Student Reception in the Administration Building for Juniors (year 7,8,9) and to the Senior Hub in C16 for Seniors (year 10, 11, 12), sign in and get a late pass before you go to class. Your homestay parent will need to write a note or contact the school to explain why you are late, otherwise you will receive a detention.
<b>Need to leave school early</b>	There should be very few reasons to leave school during the day. Appointments should be made, where possible, outside of school hours. If it is necessary, ask your homestay parent to write you a note explaining why you need to leave early. Go to Student Reception or Senior Hub in the morning, hand in your note and get a Leave Request. When it is time to leave, show your teacher the Leave Request. Then take the Leave Request to Student Reception or Senior Hub and you will be issued a Leave Pass. Your homestay parent will need to meet you at Student Reception.
<b>Sickness or injury at school</b>	Ask your teacher to send you to Student Reception. A staff member will call your homestay parent to come and collect you.
<b>Difficulties outside of school or homestay</b>	Contact your homestay family as soon as possible to tell them about your problem. If it is an emergency and you can't contact your homestay family, call the EQI After Hours Emergency Number – 1800 QSTUDY (1800 778 839). If it is an urgent medical or safety concern call 000.
<b>Concerns with homestay</b>	Talk to your homestay family first. If you need more help to resolve the matter, please speak to your Homestay Coordinator.
<b>Personal issues</b>	Our Student Support Staff are here to assist you with any personal issues. These include Guidance Officers, Heads of Year, Chaplain, School Nurse, Youth Support Coordinator and the Homestay Coordinator.
<b>Study issues</b>	Talk to your Teacher, Head of Year or Head of Department. We also offer Homework Club, where a variety of subject teachers can assist you with assignments or study problems and Tutorials in some subjects (refer to Aspley SHS Extracurricular and Tutorial Opportunities – issued each term).
<b>Change in family (people leave or come to live in your homestay)</b>	Please report this to your Homestay Coordinator.
<b>Change of address or contact details</b>	Please report this to your Homestay Coordinator.
<b>Overnight stays/Sleepovers</b>	Complete and submit the EQI Travel & Activities Form <b>at least two (2) days</b> prior to the proposed arrangement. Students must not stay elsewhere overnight without school approval.
<b>Homestay family plans to be away from home overnight or for holidays</b>	Tell the International Student Coordinator in advance so alternative arrangements can be made.

**Local Practitioners**

<b>Name and Website</b>	<b>Address and Phone Number</b>	<b>Practice</b>
<b>13HEALTH (1343 2584) Health advice over the phone</b> <a href="https://www.qld.gov.au/health/contacts/advice/13health">https://www.qld.gov.au/health/contacts/advice/13health</a>	Phone service 13HEALTH (1343 2584)	Non-urgent medical help
<b>13SICK National Home Doctor Service</b> <a href="http://homedoctor.com.au">http://homedoctor.com.au</a>	Mobile Service, Brisbane 13SICK (13 74 25)	Doctor
<b>Chermside Family Medical Centre</b> <a href="https://www.chermsidefmc.com.au">https://www.chermsidefmc.com.au</a>	Shop 6B, Chermside Markets 725 Webster Road Chermside Qld 4032 Ph 3256 4211	Doctor
<b>Carseldine Family Clinic</b> <a href="http://www.carseldinefamilyclinic.com.au">http://www.carseldinefamilyclinic.com.au</a>	Shop ST6A/735 Beams Road Carseldine Qld 4034 Ph 3263 4500	Doctor
<b>Just Dental Care</b> <a href="http://www.justdentalcare.com.au">http://www.justdentalcare.com.au</a>	3/41 Graham Road Carseldine Qld 4034 Ph 3863 3604	Dentist
<b>DentaGlow</b> <a href="https://www.dentaglow.com">https://www.dentaglow.com</a>	Taigum Square Shopping Centre Shop 50/215 Church Road Taigum Qld 4018 Ph 3865 7072	Dentist
<b>Chermside Family Dental</b> <a href="https://www.chermsidefamilydental.com.au/">https://www.chermsidefamilydental.com.au/</a>	813 Gympie Road Chermside Qld 4032 Ph 3350 3530	Dentist
<b>Aspley Optical House</b> <a href="https://aspleyopticalhouse.com.au">https://aspleyopticalhouse.com.au</a>	679 Robinson Road Aspley Qld 4034 Ph 3263 4463	Optometrist
<b>Laubman &amp; Pank Optometrists</b> <a href="http://www.laubmanandpank.com.au">http://www.laubmanandpank.com.au</a>	395 Hamilton Road Shop 236 Level 1 Westfield Shoppingtown Chermside Qld 4032 Ph 3359 2411	Optometrist
<b>North Brisbane Psychologists</b> <a href="https://northbrisbanepsychologists.com.au">https://northbrisbanepsychologists.com.au</a>	Aspley Medical Centre Complex Suite 1, 1311 Gympie Road Aspley Qld 4034 Ph 0481 204 818	Psychologist
<b>Queensland Transcultural Mental Health Centre</b> <a href="https://metrosouth.health.qld.gov.au/qtmhc">https://metrosouth.health.qld.gov.au/qtmhc</a>	Queensland Transcultural Mental Health Centre Level 2, 228 Logan Road Woolloongabba Qld 4102 Ph 3317 1234	Mental Health and Wellbeing

## Uniforms

Aspley State High School is proud to be a uniform school. Our community believes that in a professional and disciplined learning environment, personal grooming, dress and general appearance should reflect the highest community standard. Students are required to wear the full school uniform to and from school, every day. Here at Aspley our students wear their uniform with pride.

If you do not wear your correct uniform you will be sent to Student Reception and issued with a uniform pass. Unless you have a note from your homestay, you will also be issued with a detention.

Please see a full definition of our uniform policy on our school website: [Aspley State High School Uniform Expectations](#)

Our uniforms are sold through Weareco, 41 Kirby Road, Aspley Qld 4034. Contact number – 3263 5566. Opening hours - 8.30am – 5.00pm.

Our P & C runs a bookshop (that also sells some stationery items). They have a limited number of uniforms available for purchase. This is open two mornings per week from 8 – 8.30 am. Please check our website for current days - [Uniform shop](#).

## House Structure

At Aspley State High School, students are grouped into houses. Each of our houses are named after successful Australians:-

<b>Hinkler</b>	Herbert John Louis Hinkler	Australian Aviator
<b>Kenny</b>	Sister Elizabeth Kenny	Australian Nurse
<b>Melba</b>	Dame Nellie Melba	Australian Operatic Soprano
<b>Florey</b>	Howard Walter Florey	Australian Pharmacologist/Nobel Prize Winner



As a student of our school, you have been placed into a House. Throughout each year, you will be invited to participate in various whole school sporting activities, eg Swimming Carnival, Sports Day, Cross Country.

## Newsletter

Our Newsletter is published fortnightly. To sign up for our eNewsletter, simply copy the link below into the address bar of your browser. Australian Newsletter Services has made the signup process automated and it takes only a few minutes when prompts are followed. Your email address will only be used to send out school eNews and for no other purpose.

<http://epublisher.net.au/public/subscriber/contactlists/subscriptionfrontform?clid=042Z7pu9-UisOBXO7HH-nDqFtxzGcWzoyjzla4zhWUU>

There is no cost at all to you or the school. If you experience any difficulties please feel free to contact AustNews IT department on 1800 245 077 or email [help@austnews.com.au](mailto:help@austnews.com.au).



## Supervised After School Program

We provide full supervision for approved enrolled students until 5.30pm every school day. This provides families with the confidence that their child is being looked after during those challenging hours when there may not be adult supervision in the home. Students must be specifically enrolled in this program. All students are under the direct supervision of the After School Program Supervisor on duty. As part of the After School Program, students are provided with afternoon tea and have access to other school activities as listed below.

After School Program hours:-

Monday	3.00pm – 5.30pm
Tuesday	2.40pm – 5.30pm
Wednesday	2.40pm – 5.30pm
Thursday	1.10pm – 5.30pm
Friday	2.40pm – 5.30pm

## Homework Club

Homework club is a structured, safe and supportive environment provided for all students of Aspley State High School. Homework club provides help and support in all school subjects and strives to instill good work habits, organisational skills, time management abilities, and a sense of accomplishment in every student. We set the expectation that students adopt a *growth mindset*, and believe that all students' basic abilities can be developed through dedication and hard work – brains and talent are just the starting point. This view creates a love of learning and a resilience that is essential for great accomplishment. We believe that every student is capable of high achievements with the proper help and the support provided at our school Homework Club.

Homework Club is available in weeks two – ten every term, **Tuesday and Wednesday 2:45pm – 4.00pm** and **Thursday 1:15pm – 3.00pm**. Homework Club does not operate on Public Holidays or during School Holidays. Students who finish their work before the end of the session have an opportunity to review classroom learning and engage in higher order thinking activities such as *Mathletics*. This program is for every student who wants to be successful.

Homework Club is held in the Information Services Centre (ISC) where students sign in on arrival and specify the study areas they will be completing in the session. Junior and Secondary students are allocated appropriate work areas to meet their unique individual needs.

## Extracurricular and Tutorial Opportunities

There are a range of different types of opportunities available to all students in break times as well as before and after school. Each term a new timetable is published on our website.

## Student Visa & EQI Requirements

### Attendance

Attending your school is a condition of your student visa. If your attendance is not satisfactory, we must report it to authorities and your student visa may be cancelled. You should attend school every school day. Please check our school's website for school start and finish times.

<https://aspleyshs.eq.edu.au/Ourschool/Classtimes/Pages/Classtimes.aspx>

If you do not attend school on the agreed starting day and you have not:

- notified us in advance; and
- provided evidence of compassionate or compelling circumstances,

you will be treated as having cancelled your enrolment.

## Absences

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The school will record your attendance or absence every day. Your homestay family should tell the school if you cannot attend for all or part of the day by phoning the Student Absences line on 3863 9260 or texting the Student Absences mobile on 0447 100 251.

### You are at risk of failing to meet attendance requirements if:

- you are absent for 5 consecutive days or more;
- your attendance falls to 90% of your course contact hours in any term; or
- we have other concerns about your attendance record.

Your International Student Coordinator will require you to meet with them about your attendance record and provide evidence explaining your absences (such as medical certificates). If your attendance falls to 85% of your course contact hours in any term, we will give you and your parents or legal custodians a written warning.

## Unsatisfactory attendance

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If you do not attend at least 80% of your course contact hours, we will notify you in writing of our intention to report you to authorities for not achieving satisfactory attendance. We may exercise our discretion not to report you if:

- you provide evidence of compassionate or compelling circumstances explaining your absences;
- we are satisfied that, in all of the circumstances, it is reasonable not to report you; and
- your attendance record is at least 70% (if your attendance falls below 70%, we are required to report you).

If you receive a notice of our intention to report you to authorities, you have the right to appeal. Please refer to EQI's *Complaints and Appeals Policy*.

## Course progress

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Maintaining satisfactory course progress is a condition of your student visa. If your course progress is not satisfactory, we must report it to the authorities and your student visa may be cancelled.

## Course length

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You must complete your course within the time set out in the Confirmation of Enrolment that was sent to you.

We may extend the time to complete your course only if there are compassionate or compelling circumstances, if we reduce your course load because you are having difficulty making satisfactory course progress, or we approve a deferral or suspension of study (please refer to EQI's *Deferral, Suspension and Cancellation of Enrolment* policy).

## Course requirements

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The standards required to achieve satisfactory course progress for each of our courses is set out in our Course Progress procedure, published at [www.eqi.com.au](http://www.eqi.com.au)

The school will advise you about your course work and assessment. Check the Queensland Curriculum and Assessment Authority website (<https://www.qcaa.qld.edu.au/k-12-policies/student-assessment>) for information about how courses are assessed.

We do not guarantee that you will successfully progress to the next level or complete the course.

## Reports

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The school will issue a formal report to you and your parents at the conclusion of each term. In the case of year 11 and 12, reports will be issued at key assessment junctures.

## **Behaviour**

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If your behaviour is unsatisfactory, we may cancel or suspend your enrolment. This may affect your student visa. Please see Aspley State High School's [Responsible Behaviour Plan for Students](#)

At school, you must:

- Participate actively
- Take responsibility for your own behaviour and learning
- Respect other members of the school community and the school environment and property
- Co-operate with staff and others in authority and
- Comply with your school's rules.

## **Curfew agreement**

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As part of your EQI Study Abroad Program, you are to adhere to strict curfew hours that have been put in place for your safety and duty of care.

The hours are as follows:

### **Sunday to Thursday**

- **Junior High School** (Years 7 to 10) – no later than 6:00pm
- **Senior High School** (Years 11 to 12) – no later than 7:00pm

### **Friday/Saturday and school holidays**

- **Junior High School** (Years 7 to 10) – no later than 9:30pm
- **Senior High School** (Years 11 to 12) – no later than 10:30pm.

If you are for some valid reason going to be a little late, you must communicate this with your homestay family. If you choose to abuse your curfew times and not follow them, this will result in you receiving a written warning letter. If you receive **two** written warnings for your behaviour, and choose to abuse your curfew again you will then be referred to the Director of International Programs within EQI.

## **Health and Safety**

### **Overseas Student Health Cover**

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International students must maintain Overseas Student Health Cover (OSHC) [Overseas Student Health Cover](#) for the duration of their Australian student visa. International students must advise EQI of their arrangements for OSHC in order to receive their Confirmation of Enrolment.

### **Visiting a Medical Practitioner**

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If you need to visit a medical practitioner ask your homestay family to help you make the arrangements. The costs can then be claimed from your health cover. See your International Student Coordinator for assistance when you need to make a claim.

### **Hospital Admissions**

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It is important when you arrive that you take a photo on your mobile phone of:-

- Your passport
- Your Student Visa
- Your OSHC Health Card.

If you are taken to hospital for a serious injury or accident, the hospital staff will ask you and your homestay parents for these documents to identify you to process your payment.

### Valuable items

It is important that you do not leave any valuables eg money, cameras, passports in your bag. If you must bring valuables to school for a specific purpose ask the International Student Coordinator to lock them away for the day. On your arrival, you will be asked to provide the school with a copy of your passport and visa. These records are kept in case your passport is lost.

### Surf and Beach Safety

Queensland's beaches are amongst the best in the world. However, they can be dangerous for people who are not familiar with the ocean. Understanding the ocean is very important – the more you know about how waves, wind and tides affect conditions in the water, the better able you are to keep yourself safe. <https://beachsafe.org.au/surf-safety>



#### Surf Life Saving Australia's Beach Safety Hints

- Always swim between the red and yellow flags
- Read the safety signs
- Ask a Lifeguard for safety advice
- Swim with a friend
- If you need help, stay calm and attract attention.

### Sun Safety

Most of the sun's dangerous UV radiation (as much as 70%) occurs in the middle of the day, so if you are heading outside then you need to take particular care to seek shade, cover up, wear a hat and use sunscreen. Drink plenty of water in hot weather so as not to become dehydrated. Be sun safe by:

- avoiding direct sun when possible
- drinking plenty of water
- wearing a long-sleeve shirt, wide brim hat and sunglasses
- applying an SPF 30+ high protection sunscreen regularly.

### Settling In

#### Culture Shock

The confusion that goes with living in a new country is called 'Culture Shock'. **It is a reaction most people experience when they are removed from their familiar surroundings.**

Culture shock is not always easy to notice because it usually builds up slowly, and the signs are not always obvious. People experience culture shock to different degrees. Some don't notice it at all, while others are affected very much. Some people go through it in the first month, while others don't notice it until months later. However, most people follow the adjustment pattern below. As you can see, you may have adjustment problems after you come to Australia, and again when you return to your home country. This is a normal reaction.

Here are some signs of culture shock:

- you begin to dislike your homestay country, the school system, your homestay family
- you begin to spend a lot of time alone in your room
- you are easily upset, can't concentrate at school, and sleep a lot.

What can you do about it?



- talk about how you are feeling with your homestay family, friends, or a member of the International Student Program staff
- try to keep busy
- be aware that this is a normal reaction and talk it over with other International students.

### Homestay Families

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If you are not residing with a relative or legal guardian during your EQI enrolment, you will be required to live in an EQI approved homestay accommodation for the entire duration of your study course. It is important that you are happy and well cared for in your homestay. Your host family is your family while you are here so we expect our host families to give you care and support and to work with the school to keep you safe.

Make sure you tell the Homestay Coordinator if you have any problems in your homestay so they can be addressed.

Sometimes students are uncomfortable because of misunderstanding. It is always better to talk about problems when they happen because things are often not as serious as they seem and can be fixed by talking. Your host family is expected to follow the EQI Homestay Terms and Conditions.

### Australian families

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The first thing you will notice is that there are no *typical* Australian family and our families differ widely from each other in many ways. This is especially due to Australia being a *multicultural* society ie, settled by many cultures from all over the world.

Australian families *usually* have a Mother, Father, children and pets (most commonly a dog or cat). It is also common to find *single parent* families where either the Mother or Father is responsible for keeping the home and providing care for the children.

In Australia, it is normal that both parents work, share household chores and care for the children. Because Australian parents are very busy, it is expected that children in the home help with the household chores.

### Homestay provisions

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Living with an Australian family provides an excellent opportunity to experience life within a different culture and improve your English language development on a daily basis.

Your homestay family will provide you with a fully furnished bedroom with room to store your belongings and an area in which to study. They will also provide you with three meals a day (including snacks) as well as access to the use of the homes facilities; including the laundry, kitchen, telephone (local calls). For long distance landline calls, please use an international calling card.

### Everyone helps

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It is expected that all people living within the family home help with household tasks. These tasks might include helping with food preparation and clean up, keeping their own bathroom clean, washing and ironing their own clothes and helping to tidy the shared areas of the home.

In most Australian families, children over the age of 10 years prepare their own breakfast and high school aged children are generally responsible for making and packing their own school lunches. Generally, the Mother or Father will prepare the evening meal and the children are expected to help with the washing up.

International students living in homestay will be responsible for *minor* household tasks such as cleaning their private bedroom and tidying up after themselves. Please see below of what to expect.

### Chores to expect

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- Helping to tidy shared areas of the home, for example, picking up after yourself, wiping down bathroom vanity/shower recess after use, cleaning up any *personal* mess after using the toilet
- Helping to prepare or tidy up before and after meals, eg assisting to set the table, assisting to wash dishes or stack/unstack the dishwasher
- Cleaning up after preparing own meals or snacks
- Taking out the household garbage
- Keeping your own room clean and tidy ie, not leaving wet towels or dirty clothes on the floor, keeping food stuff out of bedroom and emptying private waste bin regularly
- Washing and ironing own laundry (some parents do this for international students, but it is not expected)
- Making own breakfast and lunch with food provided by the homestay.

### Breakfast

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You may be expected to make your own breakfast with food provided by the homestay family. In Australia, the typical breakfast can include;

- **Cereal** (a carbohydrate consisting of grains such as wheat, oats or corn) served with milk
- **Toast** (sliced bread that is heated in an electrical appliance called a toaster) with toppings such as peanut butter spread, Vegemite or cheese
- **Eggs** that are cooked and served with toast.

Ask your homestay family what food is available for breakfast and ask them to show you how to prepare it. Let your homestay know if there are certain foods that you like or dislike so that they know what to buy when shopping.

Please wake up early enough to allow yourself time to prepare a nutritious breakfast before leaving for school, and remember to clean up afterwards.

### Lunch

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It is most likely that you will also be required to *make and pack* your own school lunch using food provided by the homestay.

In Australia, it is common for lunches to consist of sandwiches (2 slices of bread with fillings such as spreads, cooked meats or salads), something sweet like biscuits or cake, a piece of fruit and a cold drink.

### Dinner

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Dinnertime varies depending on the age of the children living in the home and the hours the parent/s work until, but generally dinner is served anywhere between 5:30pm and 7:30pm.

Food that is served for dinner varies greatly, however dinner usually consists of a meat (chicken, fish, beef, lamb or pork), a variety of vegetables (potato, beans, peas, broccoli, carrots) and a serve of carbohydrate (rice, pasta, potato, couscous or bread).

Food is served on an individual plate, rather than shared dishes in the centre of the table. People eat off their own plate.

Generally, all members of the family sit to eat the meal together and talk about the day's events. It is important to participate in *table conversation*, as this is an excellent chance for you to improve your conversational English and get to know your homestay family better.

## Expected Table Manners

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### Do:

- Wait until everyone is seated before eating
- Eat with your mouth closed
- Make a positive comment on the meal

### Do not:

- Talk with your mouth full
- Eat noisily – try not to slurp your food
- Leave the table without asking, or thanking the cook.

Food customs vary greatly between cultures, so ask your homestay parent if you are unsure about what is expected at the dinner table. Eating dinner with your family should be an enjoyable experience. Remember, it is okay to ask for more food if you are still hungry.

## Expressing Emotions

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Australians tend to express their emotions openly and are not usually embarrassed about showing others that they are happy, sad etc.

Many Australians find it quite acceptable to openly disagree with another person's opinion, as long as this is done in a non-aggressive and reasonable manner. In most cases, it is also considered acceptable to discuss personal problems with other people, especially friends, family and trained professionals (eg, guidance officers in schools).

## Manners

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Manners are very important in Australian culture, and parents encourage their children to say 'please' and 'thank you' when they ask for something. They also encourage them to apologise (say 'I am sorry') when they have done something wrong, or have upset someone.

When asking for something, please remember to say, 'Can I *please* have...' and say 'thank you' when you receive it.

## Communication

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It is normal to feel nervous when you first meet your homestay family. You will begin to feel happier when you get to know the family better. Talking to your homestay family about any worries or questions you have when you first arrive will help you adjust to living in a new country.

If you do not speak English well, you can still communicate by using the following:

- Use Google Translate or an electronic dictionary
- Draw a picture of what you want to say
- Use hand gestures or mime
- Ask another student to interpret for you.

Spend some time each day with your homestay family. You can do this by watching a TV show with them, helping with dinner preparation, asking questions about Australia or talking about your home country.

Do not spend all of the time in your bedroom on the computer. It is very important to make the effort to get to know your family and build a friendship with them. If you have difficulty communicating with your family, please see a member of the International Student Program Staff for some advice and guidance.

## Socialising with friends

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Hopefully you will make many friends while you are in Australia, and want to go out with them on the weekends. Please be considerate of your host family and always ask for permission, let them know where you are and when you will be home.

As a general rule, socialising should be limited to weekends, as weeknights are for study and to spend with your host family. If friends ask you to stay over, discuss this with your host family. They may also allow you to have friends to stay, but remember not to inconvenience your host family by always having your friends in the house. Please ask your homestay parent before inviting friends over to your homestay.

**Please remember to complete a travel form for overnight travel and submit to the Homestay Coordinator at least 2 days in advance for single overnight stays.**

## Australian Teenagers

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Australian parents expect to be told where their teenagers are going, who they are going with, what they will be doing, and the time they will be home. Homestay parents expect the same courtesy from their international student.

It is extremely important that international students let their homestay parents know these things also. This will avoid a lot of worry. It is also polite to tell homestay parents in advance if you will not be home for dinner.

Most parents set a time by which their children must return home, and usually set a time for going to sleep. Some international students find this difficult because they usually stay up very late. Australians generally get up early in the mornings.

Australian teenagers participate in a wide range of leisure activities, including sports, movies, parties, using the computer, visiting friends and shopping.

## Transport to school

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If you live close to school, you may walk to school or ride a bike (please remember Australian Law requires you to wear a helmet whilst riding a bike). Before you ride a bike to school, first ask your homestay parent to show you the *designated bikeway* to ensure this travel is safe.

If you live further away, you can catch a bus or a train or your host parent may drive you. If you catch a bus or train, you will require a *Go Card*, used to catch public transport. Your homestay parents will be able to assist you with this.

## Road Safety

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Australian roads are generally very busy and drivers are not used to sharing roads with cyclists or pedestrians. It is important to take care when crossing roads, and always cross at intersections with traffic lights and/or pedestrian crossing zones.

In Australia, we drive on the left-hand side of the road and as such, you will need to **look right, look left, and then look right again before crossing.**

## Insects and Creepy Crawlies

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You will notice that in Australia, particularly in the summer months, there are many different types of insects crawling and flying around.

Queensland has the perfect climate for many insects including ants, flies, spiders and cockroaches. If you see these in your homestay, please do not be alarmed, as it does not necessarily mean that a home is dirty.

To help your homestay minimise insect activity within your home, do not eat or leave food in your bedroom, wash out plates and bowls after use and empty your bin regularly.



### Make the most of your homestay experience

Living in a homestay will be a challenging, but rewarding experience. Challenge yourself by starting conversations with your family and strive to be an active and involved member of the family unit. Do not spend all day and night in your room on the computer – get out and get involved!

Please talk to your homestay family about any problems or concerns you may have and remember, if you are worried about anything AT ALL, tell someone, as we are **all** here to help you.

We hope that you enjoy your enrolment at Aspley State High School, and that you enjoy your time in Australia!

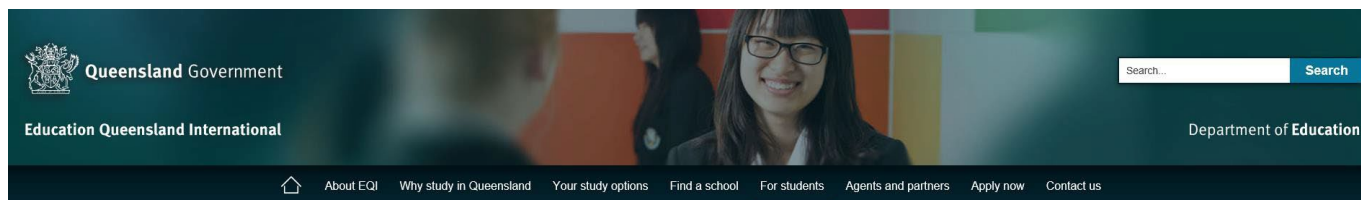




## **EQI Policies and Procedures**

The terms and conditions for EQI Students' enrolment can be located at <https://eqi.com.au/apply-now/terms-and-conditions>

Lots of useful information for EQI Students can be found on the EQI website under the [For students](#) tab.



EQI has a range of policies and procedures to assist international students on a student visa to understand their rights and obligations as well as the conditions of their enrolment in the International Student Program. Click on the titles below to access these documents:

- [Attendance](#)
- [Client service standards](#)
- [Critical incident procedure](#)
- [Complaints and appeals](#)
- [Course progress](#)
- [Distance education](#)
- [Deferral, suspension and cancellation of enrolment](#)
- [Enrolment](#)
- [Education Services for Overseas Students \(ESOS\) Act](#)
- [Overseas Student Health Cover](#)
- [Refund policy](#)
- [Student arrival and orientation](#)
- [Transfers](#)
- [Travel](#)

These documents can also be located by going to <https://eqi.com.au/for-students/policies-procedures>

## **Helpful Links**

**Education Queensland International (EQI)**

<https://eqi.com.au/>

**Department of Immigration and Border Protection**

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

**Commonwealth Ombudsman – Overseas Students**

<http://www.ombudsman.gov.au>

**Study in Australia**

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

**Multicultural Development Australia**

<https://mdaltd.org.au/brisbanestudenthub>

**Council of International Students Australia**

<http://www.cisa.edu.au/>

*The Department of Education trading as: Education Queensland International (EQI) CRICOS Registration Number 00608A*