



Felsted

# PROMOTING THE WELFARE OF INTERNATIONAL STUDENTS

## SENIOR SCHOOL

<b>Governors' Committee normally reviewing:</b>	Governance Committee
<b>Date last formally approved by the Governors:</b>	October 2017
<b>Date policy became effective :</b>	May 2011

<b>Period of Review:</b>	Three Years
<b>Next Review Date :</b>	October 2020

<b>Person responsible for implementation and monitoring :</b>	Deputy Head (Wellbeing and Counselling)
<b>Other relevant policies :</b>	<ul style="list-style-type: none"><li>• Safeguarding (Child Protection and Staff Behaviour) Policy</li><li>• Promoting the Welfare of Boarders</li><li>• Safer Recruitment Policy</li><li>• Anti-Bullying Policy</li><li>• Restraining Policy</li><li>• Discipline and Exclusions Policy</li><li>• Death of a Child Policy</li><li>• Medical Policy</li><li>• First Aid Policy</li><li>• Equal Opportunities Policy</li><li>• Curriculum Policy</li><li>• E-Safety and Computer Usage Policy</li><li>• Teaching and Learning Policy</li><li>• Citizenship Policy</li><li>• Sex and Relationship Education Policy</li></ul>

## **The following Policy encompasses the Aims and Ethos of the Senior School**

**Mr Chris Townsend  
Head, Senior School**

### **[Aims and Ethos](#)**

#### ***SAFEGUARDING STATEMENT***

*Felsted is committed to maintaining a safe and secure environment for all pupils and a 'culture of vigilance' to safeguard and protect all in its care, and to all aspects of its 'Safeguarding (Child Protection and Staff Behaviour) Policy'.*

#### ***EQUAL OPPORTUNITIES STATEMENT***

*The aims of the School and the principles of excellent pastoral care will be applied to all children irrespective of their race, sex, disability, religion or belief, sexual orientation, gender reassignment or pregnancy or maternity; equally these characteristics will be recognised and respected, and the School will aim to provide a positive culture of tolerance, equality and mutual respect.*

# PROMOTING THE WELFARE OF INTERNATIONAL STUDENTS

## 1. INTRODUCTION AND AIMS

All members of staff have an obvious responsibility to help safeguard and promote the welfare of our international students, through our regular policies and practices. However, we recognise that being an international student in a foreign country may carry significant additional risks that go over and above those that would be experienced by a UK student. We therefore have specific members of staff whose responsibilities include the induction of new international students, as well safeguarding their ongoing welfare.

## 2. ORGANISATION: Staff with responsibility for international pupils

The following staff have specific responsibility for international pupils:

- Senior Deputy Head
- Deputy Head (Wellbeing and Counselling)
- Head of IB
- Head of EAL and LEAP
- Director of Global Education
- International Admissions Registrar

These colleagues hold responsibility for promoting the welfare of and safeguarding, international students in specific areas. Administratively, they are assisted by the Co-Curricular Administrator and the Common Room Secretaries, who hold responsibility for the coordination of weekend activities and international travel.

### 2.1 *Summary of Responsibilities*

The staff named above, supported by the Housemaster/Housemistress (HMs) and Pastoral Teams, aim to provide or enhance provision in the following areas:

- To take an overview of our safeguarding and welfare provisions for international students, ensuring that their needs are appropriately met at all times.
- To contribute to the ongoing strategic planning of provision for overseas students;
- To co-ordinate and run the LEAP Induction course for new international students (Learning English for Academic Purposes);
- In liaison with relevant pastoral staff, to support and offer additional pastoral care throughout the year for international students as appropriate;
- In liaison with relevant pastoral staff, to assist international students with their travel plans and safeguard their welfare whilst in transit in any way possible, ensuring that the boundaries between Felsted School's and Parents/Guardians' responsibilities are clearly understood;

- To ensure that pupils studying at Felsted who require permission to study in the UK do so within the conditions of their visa;
- To chair the student International Committee, with the brief of developing an understanding of internationalism, improving UK/International integration and providing a forum for international student voice;
- To provide individual support for non native English speaking students and to ensure their smooth progress academically through extensive liaison with HoDs and other teachers as appropriate;
- To coordinate a calendar of cross-cultural events throughout the academic year, including the international dinner, designed to improve the integration between Overseas and UK students and develop internationalism at Felsted;
- To act in an advisory capacity for all teachers regarding strategies to promote cross-cultural and international awareness within their daily interactions;
- To provide additional support towards tertiary education for Overseas students, especially for those applying to universities overseas;
- To support an annual calendar of events for Felsted pupils on set Sundays each term, which encompass a range of indoor, outdoor, physical, recreational and cultural activities, thus promoting the further integration of overseas and UK students
- To work with the International Admissions Registrar to ensure that appropriate Admissions Policies are in place for international students
- To ensure that any legal or logistical problems are resolved, for example those relating to visas or passports and transport provision
- To assist the Admissions Officer with any issues relating to translation of materials into other languages
- To ensure that all of the above is adhered to for international pupils on our Summer School

### **3. KEY ACHIEVEMENTS IN INTERNATIONALISM**

- Developing and expanding the provision of the LEAP course;
- Improving safeguarding provision for International students in transit, through creation of an international travel system via the MIS and Common Room Secretaries and improving communication to HMs
- Broadening awareness of the specific needs of international students, and of the cultural differences that may need to be both respected and overcome;
- A better service to international parents and agents;
- Development of the international committee and international prefects to ensure that international students have a voice in development of the international ethos;
- Introduction of specific events or days with a one-off cultural focus, for example the celebration of Chinese New Year;
- Further development of the Sunday activities programme, extensively used by international students;
- An improved process for the testing of new international students and subsequent use of relevant data;
- Leading the application for the British Council International Schools Award, and subsequently achieving the award.

- Expanding Round Square opportunities
- Increasing international travel opportunities through MUN, school trips and tours and charitable expeditions, such as Magic Bus

#### **4. REVIEW**

This Policy is kept under continuous review by the Headmaster and Senior Leadership Team, the Deputy Heads and International Staff as appropriate.