

Carey International Prospectus

Melbourne Australia



Carey
Baptist Grammar School



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International Students
information page on our
website.

Welcome



The Carey community takes great pride and pleasure in welcoming students and their families from around the globe.

It is not always easy to settle quickly into a new environment away from friends and family. At Carey we are committed to making the process as simple and enjoyable as possible.

We are confident that those of you who come to Australia without your parents will find all the friendship, help and guidance you need and want within our school community. Our goal is to make your time in Australia not only an enriching

educational and cultural experience, but also one that is fun and from which you will take away lasting friendships and happy memories. Your time at Carey will help to prepare you for university and decide on courses and career options.

The accompanying material will answer many of your questions about coming to Australia and to Carey. We look forward to welcoming you to our school. If you would like any additional support or advice, please do not hesitate to contact us.

An Overview of Carey



Carey is one of Australia's leading co-educational schools. Established in 1923, Carey has a history of high achievement and excellence in education.

We welcome international students into our Senior School (Years 10–12) from many parts of the world including China, Hong Kong, Malaysia, Vietnam, Thailand, Singapore, Japan and Korea. The diverse student population includes students from more than 30 countries.

The international character of the School is reflected in the curriculum and in an extensive range of international exchanges for senior students and staff. In addition to its affiliation with the International Baccalaureate Organisation, Carey is an accredited member of the Council of International Schools.

Carey works in partnership with families to develop wise, independent, motivated young people who are inspired and equipped to create positive change in our rapidly evolving local, national and global communities. Carey is known for being innovative, progressive and leading the way in best practice teaching and learning, supporting strong academic results and personal development for each student. Carey's philosophy of student-centred learning requires students to be active, responsible

participants in their own learning, with the teacher working as a mentor, facilitator and guide.

Carey's Year 12 results regularly place the School among the top schools in the State of Victoria. To view results go to: [carey.com.au](https://www.carey.com.au)

Academic studies are complemented by an ever-expanding range of co-curricular activities that includes: debating, dance, yoga, bike riding, competition and coaching in a choice of more than 20 sports; together with outdoor education experiences at a variety of environments, supervised by specialist staff. A broad range of performing arts opportunities includes drama, musicals, orchestras, wind symphony, choirs and instrumental ensembles, covering the spectrum of music styles; and private instrumental tuition is also available. Students are allocated to one of the ten Houses. Within their House they are divided into smaller Mentor Groups to ensure they receive individual attention. House and Mentor Groups provide activities that foster friendships and a sense of belonging to a community.

Carey has approximately 2600 students and has a capacity to have 60 international students on student visas.

The school has four campuses. The main campus is in Kew, an affluent suburb in the inner eastern suburbs of Melbourne, 8 kilometres from the Central Business District. The Kew campus caters for students from three year old Early Learning to Year 12, and hosts our international student program. Carey also has a second ELC to Junior School campus situated in Donvale. The sports campus at Bulleen in the eastern suburbs has five playing fields, a gymnasium, weights training rooms, ball courts, swimming and diving pools. We also have an outstanding Outdoor Education campus located on the Gippsland Lakes in country Victoria.

The Performing Arts Centre at the Kew campus includes a large auditorium and stage as well as teaching and rehearsal rooms.

Senior School

In Senior School you may choose to study for either the Victorian Certificate of Education (VCE) or the International Baccalaureate Diploma (IB), both of which are qualifications for entry to universities in Australia and internationally. Both courses require students to sit examinations set externally. Senior School provides advice on subject selection and career choices, and with preparation for tertiary education or job seeking.

The Senior School's pre-tertiary environment features the Centre for Learning and Innovation (CLI), which was developed on principles of contemporary education and the latest pedagogical thinking and understanding. At the heart of the CLI is the Information Resource Centre which, in addition to housing our extensive catalogue, offers a variety of spaces that cater for the different needs of our students. On the top of this building sits the United Nations Room which reflects Carey's diversity, inclusivity and commitment towards social justice, thus preparing our students for the rapidly changing local, national and international communities in which they live, work and serve. The building also includes a large covered Quadrangle for relaxation and private study, and an adjoining canteen offering a variety of quality food options.

These facilities are designed to prepare our students for life beyond Carey, particularly tertiary education. Our students achieve excellent academic results and gain entry into the top universities in Australia and around the world.

Curriculum

For detailed information on curriculum content, teaching methods and assessment, go to carey.com.au/pathways

A Careers Advisor, counsellors, subject teachers and specialists are available to help and guide you as you decide on which subjects and courses to select and how to assess your interests and abilities.

The curriculum is supported by a comprehensive Information Resource Centre that provides the latest in educational technology, resource and reference material. Our Subject Selection covers all area of curriculum, including Art and Design, Humanities,



Information Technology, LOTE, Mathematics, Music and Theatre, Physical Health and Education and Science. Business Studies courses incorporate innovative units of study and projects designed to simulate workplace environments and situations.

Melbourne Schools Partnership International

Carey Baptist Grammar School is a member of the Melbourne Schools Partnership International (MSPI) with the University of Melbourne. For more information about the MSPI, go to futurestudents.unimelb.edu.au/info/school-students/mspi



Student Welfare and Care

The welfare of every student is very important and has a high priority at Carey. All staff members have responsibility for ensuring you are happy, healthy and progressing well with your studies.

In addition to your class teachers, you may ask your House Mentor or Head of House for advice and support. The House System has been designed to make sure that each student receives individual care. All students are allocated to one of the ten Houses and within each House there are five House Mentors, each of whom has particular responsibility for a group of approximately 15 students. Generally the same Mentor will oversee your welfare for your entire time in Senior School, so you will have an opportunity to develop a meaningful relationship with her/him.

Outside school, you can seek help from your Local Support Person if applicable.

Other people at Carey who can help

As well as your House Mentor or Head of House several other people are available to provide you with help, support and advice:

- For help with your school work, you can consult your class teacher.
- For advice on subject choices, career options and tertiary placements, you can consult the Careers Counsellor.
- For help with medical matters, you can consult the School Nurse who will recommend a doctor or dentist if necessary.
- For advice on your visa or Local Support Person matters, consult the Admissions Manager at Carey.



Local Support Person (LSP)

As an international student you must stay in Australia with a nominated guardian approved by the Department of Home Affairs, who can be your parents, a person who has legal custody, or an eligible related Local Support Person (LSP) who is aged over 21 and is of good character.

In the case where an eligible LSP is appointed, the student's parents must provide a letter appointing the person as LSP, including name, address, telephone numbers and email address of the appointed LSP. They must reside in Melbourne and must also supply a Working with Children check.

If the nominated guardian requires extra support or communication with the School, they can engage with a paid professional support service which is approved by the School. The support service approved by the school is International Student Alliance (ISA): studentguardians.com

Support arrangements must be in place prior to the issue of the Confirmation of Enrolment (CoE).

A LSP will:

- be contactable by the School at any time or as required (must be able to provide 24 hour, 7 day a week telephone advice or emergency assistance if required)
- maintain regular contact with the student (minimum contact requirement is once every 14 days by telephone or personal contact). Face-to-face contact should occur once per every 21 days
- maintain regular contact with the School
- attend interviews at the School to discuss the student's progress
- be able to read and converse in English
- assist Carey in providing local orientation for student including, but not limited to:
 - arranging transport for student to and from the airport
 - safety and security briefing, including details of emergency services
 - facilitate opening local bank account if required
 - assist in purchasing phone SIM card if requested
 - public transport information
 - medical and other support services available to students
 - referral and assistance with personal problems/issues
- notify the School if they (the LSP) will be absent (i.e. interstate or overseas) for any period
- be required to attend meetings with the Admissions Manager, Deputy Head of Senior School (Student Welfare) and House Mentor at the School as required.

Daily life at Carey

Timetables and School Organisation

All students are issued with a School Diary at the start of each new year. The diary contains details of timetable, lunch and recess, scheduled meeting and House times, School rules and uniform requirements. It also contains timelines for planning in preparation for examinations and advice on the management of independent study, in keeping with the Senior School's pre-tertiary environment.

You will be issued with your timetable on the first day of school.

School starts at 8.15am when you will meet with your House group. Classes start at 8.30am and during the school day there is a morning break and a lunchtime break before classes finish at 3.10pm.

One afternoon a week after school and on Saturday mornings, you will be involved in a sport or activity of your choice, selected from a diverse range of co-curricular activities.

The Learning Management System is an online resource through which you and your parents or Local Support Person may access details about all subjects, information documents, learning activities, assignment sheets, due dates, web links, discussion boards and contact details for teachers. You will be given a password that will give you access to the Learning Management System.

For students in Years 11 and 12 the Learning Management System is predominantly used as a place to store resources that support the learning taking place in the classroom, especially with the provision of revision materials to consolidate knowledge and prepare for the IB and VCE examinations.

Canteen

The School Canteen is open from 8.00am to 3.30pm, serving a range of foods from snack foods, coffee, soft drinks and soup in winter, to full meals in a variety of styles including pasta, Asian food and rice. Adjoining the Canteen is a large, covered Quadrangle with tables and chairs providing space for recreation and socialising at morning break and lunchtimes, for the exclusive use of Year 10, 11 and 12 students.

Information Resource Centre

Carey is committed to providing the highest quality contemporary learning facilities to its students. At the forefront of this is our Information Resource Centre in the CLI. With highly professional and knowledgeable staff and an extensive range of resources, Middle and Senior School students can develop the reading and research skills required for wise, motivated and independent learners.

The Information Resource Centre also provides students with many varieties of study spaces, intended to suit different styles of learning. This includes areas for cooperative group work or quiet spaces for individual study and reading.

All students, parents and teachers have 24 hour access to the catalogue, eBooks and databases and subject pathfinders on the Carey intranet – an invaluable resource for students undertaking study outside their timetables class times.

Daily life at Carey *Continued*

School Uniform and Books

Carey students wear the school uniform. New items of uniform can be purchased from

Bob Stewart,
207 High Street, Kew.
Phone 9853 8429 bobstewart.com.au

A complete new Carey uniform will cost approximately AUD\$1000. This cost can be reduced significantly by purchasing good quality, clean, secondhand uniform from the Swap Shop at Carey.

Books

Booklists for the new year are distributed in November of the preceding year. A Book Exchange, at which used text books can be purchased from other students at Carey, is held in early December. Text books and stationery for Years 10 to 12 cost approximately AUD\$350–AUD\$450.

New textbooks can be purchased from Champion Education, either at the School, or at Champion's store: 632 Mitcham Road, Mitcham
Phone 9872 8888, champion.com.au

Computers

Notebook computers are a compulsory part of Senior School. Students are provided a computer by the School as part of their enrolment. Devices purchased outside the School cannot be used at School or connected to the Carey network.

Overseas Student Health Care

It is a condition of your student visa that you have Overseas Student Health Cover (OSHC) for the entire duration of your stay in Australia.

OSHC gives you access to out-of-hospital and in-hospital medical services to help you maintain your health.

Please see fee schedule for information on costs. Carey's preferred healthcare provider is BUPA Australia bupa.com.au

For more information, contact the Admissions Department on (03) 9816 1242 or admissions@carey.com.au.



Studying in Australia

Information regarding visa requirements and other matters related to studying in Australia may be found at the Department of Home Affairs (DHA) website border.gov.au

Application procedure

Most of Carey's students from overseas commence in Years 10 or 11. Students who will turn 20 years of age during their Year 12 studies are not accepted at the School.

As a minimum requirement before commencing at Carey, students need to have completed a Middle School certificate (Year 9) and obtained a result of at least 75% for English language studies taken in Years 7 to 9. Carey requires students to sit an Australian Educational Assessment Services (AEAS) test, which assesses language proficiency and recommends the length of the intensive English program necessary on arrival. Above average stanine scores of 7-9 are preferred for enrolment at Carey. We are happy to recommend suitable language schools for intensive English classes before commencement at Carey.

To apply for entry to Carey, please:

- complete the Application for Enrolment form as soon as possible
- submit a copy of the student's birth certificate or passport, and
- submit a copy of school reports and AEAS test results.

This information should be sent to:

Admissions Manager

Carey Baptist Grammar School

349 Barkers Road Kew 3101, Victoria, Australia

Telephone + 61 3 9816 1242

Email: admissions@carey.com.au

Provisional Offers

All international students are tested by Carey prior to commencement at the School to determine their readiness to start. Testing by Carey takes place in September each year and further details will be sent to you nearer to that time. Attendance at the testing is compulsory. Students who do not meet the English language standards required by Carey will have their offer withdrawn. Please read the *Conditions of Enrolment* carefully.

Attendance and academic results

Students must satisfy attendance and course requirements and must not be absent from school without written notification from their parents or guardians. Please note that the Department of Home Affairs (DHA) regulations require you to attend a minimum of 80% of classes and achieve satisfactory results in your course.

Course Credit

Entry into any course is subject to the assessment of the School.

Refund of fees

For the latest fee information please go to our current Application for Enrolment form or check the website carey.com.au

It is a condition of your visa that fees are paid to the School by the due dates set out on billing notices. If you do not start your course on the agreed date, all tuition fees paid in advance are refunded, but not the enrolment fee of AUD\$1600* (Year 10) or AUD\$800* (Years 11 and 12) and application fee of AUD\$100, which are non-refundable. If you withdraw before completion of the course you must give the School four months' notice in writing or you will be charged a fee equivalent to four months' tuition fee. This is compatible with Commonwealth and State consumer protection laws. The fee agreement does not remove the right to take further action under Australia's Consumer Protection laws. The Baptist Union of Victoria guarantees indemnity for fees paid in advance.

Child Safety

Carey Baptist Grammar School is committed to providing a safe environment for all students, acting in their best interests, promoting their wellbeing and keeping them safe at all times.

All members of the School community, including students, employees, board members, contractors, parents, Local Support Person and volunteers share responsibility for providing an environment which supports the safety and wellbeing of the School

Studying in Australia *Continued*

students, and are required to uphold the School's commitment to student safety and zero tolerance of child abuse both at the School and elsewhere, including:

- (a) promoting the safety, wellbeing, participation and empowerment of all students in our care, taking into account students with a disability, Aboriginal and Torres Strait Islander children and children from culturally and linguistically diverse backgrounds;
- (b) taking all reasonable steps to protect students from abuse, including listening and responding to the concerns of students, either for themselves or for others, educating all members of the School community to understand, identify, discuss and report student safety matters and ensuring any allegation of abuse is appropriately reported to the School, the Police, the Department of Health and Human Services Child Protection (**DHHS**) and/or the Commission for Children and Young People (**Commission**);
- (c) promoting student safety within all School Environments;
- (d) providing an environment where all members of our school community feel encouraged to play an active role in developing a culture of risk minimisation and student safety;
- (e) implementing and continuously improving procedures and systems that promote and influence an organisational culture of student safety and that provide a safe environment for our students;
- (f) supporting the wellbeing of all of our students and staff and providing confidential support to those who disclose and/or report student abuse. The care and wellbeing of any victim of abuse is of paramount importance to the School, with both support and counselling available; and
- (g) treating any student safety concerns very seriously and dealing with any allegation or evidence according to the law and the School's policies and procedures.

Resolution of grievances

Disputes between students and the School are dealt with on an individual case basis, normally through the House system, which is responsible for the welfare of students. If you find you are unable to resolve a grievance within this system, and if you wish to pursue the matter further, you have access to

an internal panel. This panel would consist of those most likely to achieve resolution of the matter, and could comprise any or all of the following: the School Counsellors, the School Chaplain, the Principal or his representative and an independent member of the Baptist Union. If you wish to do so, you may include a nominee of your own choosing.

Disputes should be settled promptly, having regard to the duration of your stay in Australia on a student visa. If the dispute is not satisfactorily resolved within the School, either party may request the involvement of an external review panel. The Dispute Settlement Centre of Victoria, at 456 Lonsdale Street, Melbourne is able to provide this service.

Use of personal information

Information provided by you may be made available to Commonwealth and State Agencies and the Fund Manager of the ESOS Assurance Fund, pursuant to obligations under the ESOS Act 2000 and the National Code.

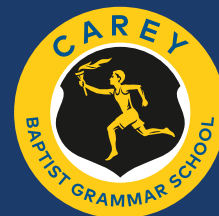
The School is required to advise the Department of Home Affairs (DHA) about certain changes to your enrolment, and of any breach by you of student visa conditions relating to attendance or unsatisfactory academic performance.

Why Study at Carey?

- Excellent Academic Results
- Caring supportive environment
- Extensive subject selection
- VCE and IB programs
- Excellent teaching staff
- Broad range of co-curricular activities available
- Beautiful campus close to central Melbourne
- Access to public transport
- State-of-the-art Facilities
- Positive Learning

Scan this QR code to learn more about the enrolment procedure for International Students:





Carey Kew

ELC, Junior, Middle and Senior Schools
349 Barkers Road
Kew Victoria 3101
Australia
Telephone: +61 3 9816 1222

Carey Donvale

ELC and Junior School
9 Era Court
Donvale Victoria 3111
Australia
Telephone: +61 3 8877 8500