



KINROSS WOLAROI  
— SCHOOL —

# NATIONAL STUDENT EXCHANGE PROGRAM



INFORMATION FOR INCOMING  
STUDENTS AND THEIR PARENTS



## Welcome to Kinross Wolaroi School!

**Mrs Kate Anderson**

Coordinator Yr 8 Student Exchange  
TAS teacher  
Anderson building-TAS staffroom

P: (02) 5319 0243

E: [kanderson@kws.nsw.edu.au](mailto:kanderson@kws.nsw.edu.au)

**Mrs Sue-Ann Gavin**

Director of International & Regional Engagement  
E: [sgavin@kws.nsw.edu.au](mailto:sgavin@kws.nsw.edu.au)



We are delighted to welcome exchange students from other Round Square schools for short visits to our community. We hope that the students will benefit from the experiences of being part of the Kinross Wolaroi School (KWS) and the wider Orange community and they will share with us their personal attributes and their own lifestyles.

This booklet details the expectations and conditions under which KWS conducts exchanges. The information in this booklet is provided for students, staff and the parents of our exchange partner schools.

## OBJECTIVES

KWS encourages students to participate in an exchange within Australia to enable them to

- gain first-hand insight into another lifestyle in order to develop tolerance, understanding and respect for different ways of life and different values
- widen their perspective and social experience
- increase student awareness of their role as citizens
- learn in a different environment
- widen their understanding of the community

## KINROSS WOLAROI SCHOOL

**Kinross Wolaroi School** is an independent Uniting Church co-educational day and boarding school, located in Orange, a rural city 260 kilometres (160 miles) west of Sydney, New South Wales, Australia.

The school was formed in 1975 with the merger between Wolaroi Methodist Boys College and the Kinross School, formerly the Presbyterian Ladies' College, Orange (PLC). It is a non-selective school and caters for approximately 1,110 students from early learning (Pre-prep), through Year 12, including 350 boarders. Classes and boys boarding occur at the former Wolaroi site on Bathurst Road and girl boarders live at the former PLC site on Coronation Drive.

Our motto is *Scientia, Amicitias, Integritas* (Knowledge, Friendship, Integrity). The school's five core values are Courage, Respect, Inclusiveness, Resilience and Commitment.

## PARTICIPATION

Students considering an exchange should keep in mind that they will be ambassadors for their community and their school. Student behaviour can and will influence the attitudes of other people towards their school and family. Schools take their responsibility to select reliable and well-motivated students very seriously. It is understood that students are selected will make a significant contribution to the program.

In selecting students to participate in an exchange, the School has considered the student's:

- age and maturity
- motivation for participating in the exchange
- academic performance and the likely impact of the exchange on the student's studies
- any medical or health issues or other special needs of the student, resilience to change and difference.
- contribution to our School's co-curricular program (including sport, cultural pursuits and community service)
- personal circumstances.
- Active study of the target language (language exchanges)



The School will not support student participation in the exchange program if it does not believe that the exchange is in the student's or either school's best interests.

## GENERAL MATTERS

### a) Preparation

It is important for a successful exchange program for parents to:

- be involved
- discuss with their child what to expect during the program and develop strategies for coping with new, different and sometimes difficult and challenging situations
- assist their child in understanding different lifestyle requirements, travel arrangements and money arrangements.

### b) Arrival and Departure

Students will arrange their own flights, insurance and travel. Students will be met at the airport by KWS staff or KWS drivers from the school. Details of pick-ups will be arranged with the student and the school staff.

### c) Accommodation

#### ▪ Boarding:

Some exchange students will be accommodated in the KWS boarding houses, in shared dormitory rooms. While in boarding, students will be required to be respectful of the boarding rules and the boarding house. Not all students can be accommodated in the boarding houses, as there are limited beds in boarding.

#### ▪ Host families:

Some students will be accommodated with host families. It is important to note that when students are being hosted by a family, they are subject to the 'house rules' of the host family. The host family will expect the same standard of respect and behaviour and exercise the same care and responsibility with exchange students, as they would with their own children. It will be helpful to have discussions about this at the beginning of the stay.

Host families may be able to offer you a single room but you may also be required to share a room with another member of the family. The following requirements are essential:

- Students will only share rooms with members of the same sex
- Students will have their own bed
- Access to bathroom facilities will not be via an adult's bedroom
- Access to a bedroom or other room used by adults or people of the opposite sex should not be via the student's bedroom.
- Privacy for dressing and undressing should be provided
- Students must know the emergency exit route and plan for emergencies such as fire

Ideally, there should not be a significant age difference between the exchange student and the host family member sharing the bedroom. As a guest, the exchange student should be sensitive to the privacy of the property of your host by being tidy and courteous when living in the house.



#### d) Financial matters

Exchange students will have an arrangement with their school while they are on exchange. They will not be required to pay fees at KWS.

Parents are responsible for all costs associated with their child's travel to and from exchange.

Year 8 Exchange students will wear their own school uniform while at KWS. The parents of students on exchange are responsible for any costs related to specialised tuition (such as music lessons or tutoring) or sporting competitions that the exchange student opts to pursue. Such activities would include any academic or extra-curricular pursuits normally undertaken by the student at their home school, but which may not be offered or readily available at KWS. That said, our expectation is that exchange students will participate in the co-curricular life of KWS.

- Pocket Money

Parents should ensure students have adequate pocket money for their time away.

#### e) Medical

- The exchange student's parents are responsible for arranging full medical and dental insurance before the student leaves home. Travel insurance is taken out at the parent's discretion.
- Exchange student's parents will be asked to give permission for KWS to seek any necessary medical attention for their child.
- It is important that KWS is aware of any serious disabilities and medical conditions the student may have and the student's vaccination status. Exchange students will need to fill in the school's medical forms along with the other documentation.
- If a student is taking any prescription medication, a letter is required from their doctor giving the name and reason and duration of the medication. The student should also bring adequate supplies of the medication.

#### f) Monitoring your child's exchange

##### Communication with home

As a parent you will be in the best position to monitor, through regular contact with your child, how the exchange program is progressing. If you have any concerns about the exchange program, including concerns about supervision, safety, discrimination, harassment or bullying, you should contact the Exchange Co-ordinator

#### g) What to bring to KWS:

The weather in Orange is generally cooler than most places in Australia. Summer temperatures (December - February) range from 15-30 ° C and winter temperatures can be quite cold ranging from -5 - 15 ° C.

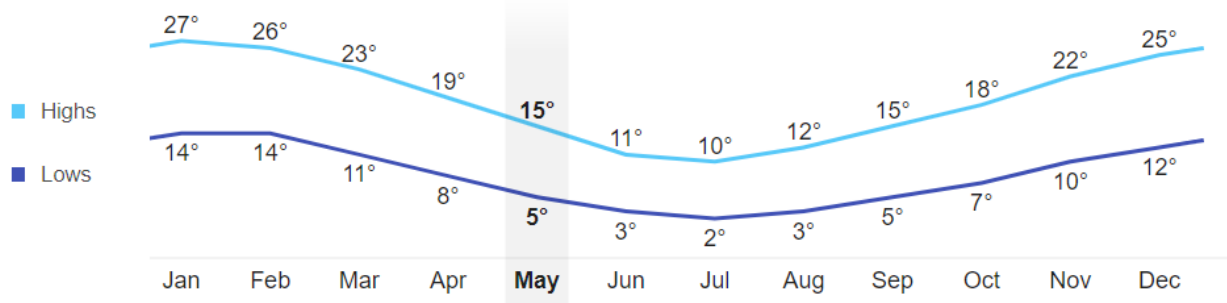


## Orange NSW

### Weather averages

Overview **Graphs**

#### Temperatures (°C)



#### The following items are suggested:

- Your complete school uniform. Please refer to weather conditions prior to arriving as Orange can be cold!
- 2 T shirts and 1 pairs of jeans or pants
- Shorts
- Warm shirts or jumpers, tops or a track suit
- 7 pairs of underwear
- 7 pairs of socks
- boots or another casual pair of shoes
- Sunhat
- Jacket, preferably waterproof and warm
- Joggers
- Swimming costume, (optional-goggles and cap, flip flops/sandals)
- Beach towel
- Pyjamas
- Good Casual clothing – something appropriate to wear to Chapel/out to dinner/theatre
- Casual clothing for possible farm visits that can get dirty
- Toiletries, medicines, and personal items
- Sporting equipment and sports clothes (football boots, etc)
- Laptop and A4 Exercise book to record notes from lessons and pencil case with writing materials
- family photos, a diary to write/record experiences in etc.

EVERYTHING that comes into the school should be clearly labelled with the child's name. It is preferable that labels are sewn onto clothing items.



## STUDENT'S RESPONSIBILITIES

**An exchange is not to be seen simply as a holiday for the students involved.**

### a) Directions from those in authority

As this may be the first time the student has travelled without parents, there are important obligations for which parents and students should be aware. In particular, the school and living arrangements experienced by the student on exchange will be different from those to which they are accustomed and may involve risks which are not experienced at home.

### b) Behaviour and values

An exchange student violating any law in Australia may be returned to their school.

#### i) Drugs and alcohol

The use of non-prescription drugs or associating with anyone involved with drugs is strictly forbidden. Students are not allowed to purchase or drink alcoholic beverages or smoke cigarettes, e-cigarettes or vapes.

#### ii) Daily Routine / School Life

Exchange students must acknowledge that they have responsibilities to KWS. These include:

- common courtesy and impeccable manners
- willing and positive contribution to the life of the school
- strong respect, demonstrated by actions, for the school's values and traditions

The KWS Boarding Handbook on the website clearly explains the daily routine for boarding students and leave arrangements such as 'town leave' and weekend leave are clearly outlined. School leave rules will apply to exchange students in our boarding houses. The Handbook also outlines the school rules regarding leave and other boarding arrangements.

The exchange student must attend all classes and complete all school work. Exchange students are expected to apply themselves with same degree of diligence and effort as they would in their home school. The exchange student will abide by the rules of the host school, particularly regarding attendance, general behaviour and dress standards.

### c) Safety Issues

#### i) Dangerous activities

- The student is **not permitted** to participate in sky diving, hang gliding, parachute jumping, driving motorised vehicles such as motorbikes and quad bikes, shooting, bungee jumping, or any other dangerous activity. Students should seek parental permission for the following risky activities: skiing, horse riding, water skiing, swimming in dams, hot air ballooning, surfing, rock climbing, abseiling and flying.
- Students on exchange may be asked to undertake farming activities on rural properties. Host parents would be expected to exercise a duty of care for such activities that have inherent risk. Communication between families about dangerous activities can alleviate concerns both ways.



- The student must always take care for their own safety and immediately notify the Co-ordinator of National Student Exchange as soon as possible of any concerns in relation to safety and wellbeing.
- If a student is concerned about a particular activity, the student should refuse to undertake that activity and report to the Co-ordinator of National Student Exchange.

ii) **Discrimination, Harassment or Bullying**

The exchange student should immediately report any concern about discrimination, harassment or bullying to their Head Tutor, Co-ordinator of International Student Exchange or the Director of Boarding.

It is vital that the student advises the exchange program coordinator and parents as soon as possible of their concerns if

- They feel uncomfortable in the course of the program.
- They feel unsafe.
- They are being harassed or bullied, or are uncomfortable about the way a particular person is treating them.

**EMERGENCY CODE PHRASE: "Have you heard from Mrs Anderson?"**

This is a phrase you should learn. If at any time you feel worried or threatened, you should telephone the Coordinator of National Student exchange Mrs Kate Anderson (0439 824989) and use this phrase if you are not free to speak openly. Please note that this is a signal that something is **really wrong**. Mrs Anderson will visit you immediately.

d) **Legal Obligations**

In an exchange program students are expected to fulfil the following requirements. Exchange students have a binding responsibility to:

- attend the appointed school full time;
- behave in a fit and proper manner as agreed under the terms of the relevant exchange program;
- leave the school earlier if circumstances develop such that the exchange organisers believe the student's further participation in the program is not appropriate.





## PREPARATION

We would recommend that the student spends some time looking at the school website <https://www.kws.nsw.edu.au/> . Another useful website to learn about Orange and district is on the VisitNSW website <https://www.visitnsw.com/destinations/country-nsw/orange-area/orange>

