

INTERNATIONAL STUDENT HANDBOOK

CRICOS Provider Code: 02344D



NEWCASTLE
GRAMMAR
SCHOOL





Welcome to Newcastle Grammar School

Newcastle Grammar School is committed to preparing young men and women, through a holistic education, to lead lives of purpose and success. The School is a dynamic environment, committed to the provision of quality education and high academic standards.

We welcome students from International backgrounds who enrich our environment and contribute to our global perspective. International students have the opportunity to experience life in a safe Australian city and enjoy the city of Newcastle with its beaches, port and friendly population.

We are delighted that you are considering Newcastle Grammar School for your son or daughter and we look forward to welcoming you to our School.

Matt Macoustra – Head of School



Where are we located?

Newcastle Grammar School is located in the heart of Newcastle City, our Senior School can be found on the Corner of Church and Newcomen Streets, Newcastle, NSW, Australia.

Our K-6 Campus is located within 5 minutes drive on the Corner of Union Street and Parkway Avenue, Cooks Hill, NSW, Australia.

About Newcastle

Newcastle is a city located approximately a two hour drive north of Sydney in the Hunter Region of NSW. The city is the second largest city in the State. Situated on the coast, Newcastle is surrounded by beautiful beaches and open spaces. The city has shopping centres, a large range of medical services and Newcastle University is a leading centre of excellence in tertiary education <https://www.newcastle.edu.au>

You can find out more about the area at <http://www.visitnewcastle.com.au/>





Our School

Newcastle Grammar School is the leading Independent coeducational day school in the Hunter Region with over 1000 students and staff from Kindergarten to Year 12.

Our School has a proud and well-respected tradition of welcoming students from a wide variety of backgrounds, drawing students from the Hunter region and across the globe.

The School combines the very best of academic standards, including music, sport and the arts. Staff and students are encouraged to pursue personal excellence in all that they do. Our students are respected as individuals and are expected to contribute positively to our School environment.

International Students at Newcastle Grammar School

Newcastle Grammar School accepts students at the following stages and under the living arrangement below:

Years 7 to 12: International Students should live in Newcastle with a parent or close relative.

Secondary Schooling in NSW

Secondary or High School education in NSW begins in Year 7. Students at this level are typically 12 or 13 years of age. Students finish school in Year 12 once they have completed the NSW Higher School Certificate. Once a student completes the Higher School Certificate, they are awarded an ATAR – a rank that is used to gain entry into University.

From Year 10, students who leave school prior to completing the HSC may apply for a ROSA. The ROSA is a document stating the courses studied by a student and their achievements.





Opportunities

NSW NESA curriculum
<https://curriculum.nsw.edu.au/>
School based Co-curricular
and Positive Education

PARK CAMPUS

English
Mathematics
Human Society and Its Environment
Science and Technology
Languages
Creative Arts
PDHPE
Religious Education

Curriculum offerings include the subjects listed below. Subject choices will be confirmed upon Confirmation of Enrolment.

YEAR 5 & YEAR 6

English, Mathematics, Human Society and Its Environment, Science and Technology, Music (including Woodwind and Brass), Visual Arts, French, Mandarin, PDHPE, Positive Education and Religious Education.

HILL CAMPUS

YEAR 7

English, Mathematics, Science, French, Japanese, Mandarin, Geography, History, Visual Arts, Music, Technology, PDHPE, Religious Education, Drama and Positive Education.

YEAR 8

English, Mathematics, Science, French, Japanese, Mandarin, Geography, History, Visual Arts, Music, Technology, PDHPE, Religious Education and Positive Education.

YEAR 9

English, Mathematics, Science, French, Japanese, Geography, History, Commerce, Drama, Visual Arts, Music, Information Technology, Food Technology, Industrial Technology (Timber), ISTEM, PDHPE, Religious Education and Positive Education.

YEAR 10

English, Mathematics, Science, French, Japanese, Geography, History, Commerce, Drama, Visual Arts, Music, Information Technology, Food Technology, Industrial Technology (Timber), PDHPE, Ethics, Religious Education, Positive Education and ISTEM.

YEAR 11

Preliminary Higher School Certificate
English (Advanced, Extension 1), Mathematics (General, Extension 1), Biology, Chemistry, Physics, Modern History, Ancient History, French Continuers, Japanese Continuers, Drama, Economics, Geography, Visual Arts, Music (1 and 2), PDHPE, Business Studies, Legal Studies, Design and Technology, Hospitality, Information Processes and Technology, Software Design, Mandarin and Engineer Studies.

YEAR 12

Higher School Certificate
English (Advanced, Extension 1 and 2), Mathematics (General, Extension 1 and 2), Biology, Chemistry, Physics, Modern History, Ancient History, History Extension, French Continuers, French Extension, Japanese Continuers, Japanese Extension, Drama, Economics, Geography, Visual Arts, Music (1 and 2), Music Extension, PDHPE, Business Studies, Design and Technology, Hospitality, Software Design, Mandarin and Engineer Studies.

Student Support Personnel

Each International student studying at Newcastle Grammar School has key members of staff responsible for their academic, pastoral and general welfare. These staff members, the Head of Enrolments, Deputy Head of School, Director of Studies, Director of Learning and Teaching, Head of House, Learning Support EAL/D teacher and the International Students Liaison Officer, are introduced to the student during the initial orientation program and have regular contact – both formal and informal – throughout the student's period of study. Details on the initial and ongoing programs and procedures are detailed in the International Student Orientation Program.





Orientation Program

Orientation program are an important part of the student support program that Newcastle Grammar School offers to International Students. The orientation process should prepare new International Students to fully participate in the academic and co-curricular program offered by the School. It should also provide the students with the necessary information to be a part of the community in which they are living.

Each year there are orientation program organised for all new students to the School. They are based on the year level of entry and they have a focus on familiarising the new students with the School, its program, the students at their year level and school routines.

International Students need more intensive and individualized programmes to cover many of the aspects of studying not only in a new school but also a new education system and country, often without the support of parents.

Orientation Procedures

There are several stages in the orientation of new International Students. Where possible they are invited to be involved in whole school or year level orientation as well as the specific International Program. Orientation continues well after the initial few weeks at the School.

International Student Orientation Program

- A. Interview with the Head of School
 - Overview of School ethos and general student expectations
- B. Interview with the Deputy Head of School
 - The student shall be given a copy of the ESOS Framework and have it explained to them
 - Curriculum overview including relevant assessment booklets and guidelines discussed
 - Student subject section discussed including English language support
 - Pastoral Care program outlined
 - Student's needs identified and discussed
 - Communication channels between School and Parent/Guardian outlined
 - Significant dates advised
 - Transport to and from School discussed
 - Student requirements outlined and documentation provided (Program Book)
 - Conduct, uniforms
 - Chapel
 - School timetable
 - Co-curricular program
 - Assemblies
 - Access to legal services
 - Emergency and health services
 - Facilities and resources
 - The Internal Complaints and Appeals process
 - Deferring, Suspending or Cancelling of Enrolment Procedures
 - Any student visa condition relating to course progress and/or attendance as appropriate





International Student Orientation Programme

- C. School tour with Head of Enrolments
- D. Day 1
 - Timetable published
 - Locker allocated (Head of House)
 - Head of House and Mentor Teacher – introduced to Student
 - School's Student Support Officer introduced to Student
 - Student 'buddy' assigned to escort new International Student throughout the first day. The buddy remains as a support person until the new Student has demonstrated familiarity with daily routines and has established alternative support people (peers). This is evaluated by the Head of House.
- E. After 1 week
 - Deputy Head of School contacts the Student after one (1) full week of attendance to follow up on transition and resolve any concerns. The Head of House and Mentor teacher will continue to provide support and monitor the Student.
- F. After 5 weeks
 - Head of House gathers feedback from the Student's Teachers after five (5) weeks to discuss any concerns related to the transition. Where concerns are identified, the Deputy Head of School is informed and where appropriate the Head of School is informed. The Deputy Head of School and the Head of School may contact the parent/guardian if required.
- G. End of first Term
 - By the end of the first term of study, the Deputy Head of School organises an interview with the Student to discuss the transition and any concerns the Student may have regarding their academic, or general welfare.
 - Deputy Head of School informs the Head of School of progress.

English Requirements and Support Requirements for Acceptance

IELTS band 7 or equivalent is the minimal entry for study from Year 7.

Years 7–12

In addition to the requirements described in the Application for Enrolment, Supplementary Application for International Students and the Conditions of Enrolment, the requirements for acceptance into a course, including the appropriate level of proficiency in English and any previous educational qualifications, will be assessed by the Enrolments Officer and the Head of School.

Work experience is not applicable as a requirement for course entry.

Any applicable or relevant course credit will be assessed as in 1.3(a).

At present the minimum standard for entry is in 7.0 IELTS, for students entering in year 7 or above.

Newcastle Grammar School will provide English language support for International students.



Key Staff

International Students



Matt Macoustra
Head of School
Interview at Enrolment



Alan Parsons
Deputy Head of School
Wellbeing & School Life
Pastoral Care and Monitoring
of Welfare



Lisa Peterson
Deputy Head of School
Learning & Teaching
Learning support and
academic procedures



Leanne Lynch
Head of Curriculum
Academic Program



Josie Yan
International Students Liaison
Officer
Represents the School



Rowena McGowan
Head of Enrolments
First Contact



Head of House Staff



Sophie Robb
Head of House
Macquarie



Jordan Grant
Head of House
Shortland



Matindi Twyford-Moore
Head of House
Hunter



Eily Pleming
Head of House
Tyrrell



NEWCASTLE GRAMMAR SCHOOL

Park Campus

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Cooks Hill NSW 2300

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Hill Campus

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