

 <b>BOND UNIVERSITY</b>	<b>WELFARE ARRANGEMENTS FOR STUDENTS UNDER THE AGE OF 18 POLICY</b>
Policy Owner	University Registrar
Contact Officer	Director, Student Success and Wellbeing
Endorsement Authority	University Registrar
Date of Next Review	September 2026

## 1. PURPOSE AND OBJECTIVES

Bond University acknowledges a higher duty of care regarding the admission and enrolment of students under 18 years of age (both domestic and international) into programs and subjects offered by the University.

Informed by the requirements of Standard 5 ('Younger overseas students') of the [National Code](#), this Policy outlines the obligations of the University to ensure the suitability of accommodation, support and general welfare arrangements for all students under 18 years of age. The University strives to foster an environment where all Bond students are treated with fairness, consistency and respect.

The University is committed to the creation of an environment where everyone is treated fairly and with respect, and free from racism and unlawful discrimination.

## 2. AUDIENCE AND APPLICATION

This Policy applies to all Bond University staff, any third parties engaged by the University to provide accommodation or welfare services to students under 18 years of age, and all students under the age of 18.

## 3. ROLES AND RESPONSIBILITIES

Role	Responsibility
University Council	<ul style="list-style-type: none"> <li>▪ Ensures that the University complies with all Commonwealth and Queensland legislation or other regulatory requirements relating to child welfare and protection as appropriate to the University's activities</li> </ul>
University Registrar	<ul style="list-style-type: none"> <li>▪ Responsible and accountable for the implementation of this Policy</li> <li>▪ Determines the correct or intended interpretation and scope of this Policy</li> </ul>
Manager, Admissions Transformation	<ul style="list-style-type: none"> <li>▪ Implements the issuance of a Confirmation of Appropriate Accommodation and Welfare (<a href="#">CAAW Letter</a>) or approval by the <a href="#">Department of Home Affairs</a> (DHA) for an international student under the age of 18 to live in Australia with a nominated guardian</li> </ul>

## 4. POLICY STATEMENT

### 4.1. Maintenance of Student Welfare

Bond University is committed to ensuring that appropriate accommodation, support and general welfare arrangements are in place for all students under 18 years of age. The University recognises that this commitment is underpinned by the following obligations:

#### 4.1.1. Child Welfare and Protection

The University will comply with all Commonwealth and Queensland legislation or other regulatory requirements relating to child welfare and protection. Where the law requires, the University will ensure that persons interacting with students under the age of 18 have been subject to the prescribed screening checks. Refer to the University's [Working with Children Policy](#).

#### 4.1.2. Emergency Situations

The University will ensure that students under the age of 18 receive age and culturally appropriate information on:

- who to contact in emergency situations, including contact numbers of a nominated staff member and/or service provider to the University; and
- seeking assistance and reporting any incident or allegation involving actual or alleged sexual, physical or other abuse.

#### 4.1.3. Accommodation

The University will ensure that students under the age of 18 live with a parent or suitable guardian or, if this is not possible, in accommodation approved by the University.

### 4.2. International Students

The University may only enrol an international student under 18 years of age if the student will live in Australia:

- with a nominated guardian approved by the DHA; or

- under accommodation, support and general welfare arrangements that have been approved by the University.

In the latter circumstances, the University is required to issue a CAAW Letter via [PRISMS](#) to indicate approval of the accommodation, support and general welfare arrangements and facilitate the application for a student visa.

If the University accepts responsibility under the [Migration Regulations](#) for approving the accommodation, support and general welfare arrangements for an international student under 18 years of age, it will do so in accordance with the processes set out in the University's [Welfare Arrangements for Students Under the Age of 18 Procedure](#).

While all reasonable efforts will be made to support international students under 18 years of age with any issues impacting their welfare arrangements, the University may withdraw the welfare arrangements if the student refuses to follow the conditions under which the University has agreed to support their welfare or if the student's enrolment is cancelled.

## 5. DEFINITIONS, TERMS, ACRONYMS

<b>CAAW Letter</b>	Confirmation of Appropriate Accommodation and Welfare Letter, under which Bond University approves the accommodation, support and general welfare arrangements for international students under 18 years of age.
<b>Department of Home Affairs (DHA)</b>	Australian government department which undertakes the assessment of visa and accommodation arrangements for international students under 18 years of age.
<b>ESOS Act</b>	<i>Education Services for Overseas Students Act 2000</i> , which regulates the delivery of education and training programs to international students who come to Australia to study on a student visa.
<b>Migration Regulations</b>	<i>Migration Regulations 1994</i> , which detail classes of visas, circumstances for granting visas, and conditions for visas.
<b>National Code</b>	<i>National Code of Practice for Providers of Education and Training to Overseas Students 2018</i> , established under the <a href="#">ESOS Act</a> .
<b>PRISMS</b>	Provider Registration and International Student Management System, which is a secure database owned and maintained by the Australian government for the purposes of administering the ESOS Act.

## 6. AFFILIATED PROCEDURES

[Welfare Arrangements for Students Under the Age of 18 Procedure Under 18 Years of Age – Change of Accommodation Form](#)

## 7. RELATED DOCUMENTS

[Child Protection Act 1999](#) (Qld)  
[Education Services for Overseas Students Act 2000](#) (Cth)  
[Migration Regulations 1994](#) (Cth)  
[National Code of Practice for Providers of Education and Training to Overseas Students 2018](#), Part B  
[Sexual Harm Policy \(SS 5.8.3\)](#)  
[Student Critical Incident Management Policy \(SS 5.8.8\)](#)  
[Student Grievance Management Policy \(SS 5.8.1\)](#)  
[Support for Students' Policy \(SS 5.8.2\)](#)  
[Student Wellbeing and Safety Policy \(SS 5.8.4\)](#)  
[Working with Children Policy \(GOV 1.8.1\)](#)  
[Anti-discrimination Policy \(GOV 1.1.6\)](#)

## 8. MODIFICATION HISTORY

Date	Sections	Source	Details
6 March 2024	1	Provost	V4.1: add anti-discrimination statement
26 September 2023			Rewrite to cover all students under 18
24 July 2020			V3.2
May 2017			V3.1
1 June 2014			V3
10 August 2010			V2.1
31 March 2008			V2
29 November 2007			Date First Approved

**APPROVAL AUTHORITY:** Vice Chancellor