

## **Full Fee Paying International Students Medical and Travel Insurance Policy**

### Statement of Intent

The Royal Oak Primary School Board of Trustees will ensure that;


- 1) All students have appropriate medical and travel insurance as specified in the Education (Pastoral Care of International Students) Code of Practice 2016.
- 2) A translation of the level of cover into English is required. Students will not be enrolled unless the Principal is satisfied the level of cover is adequate.
- 3) All prospective students will be advised of medical and travel insurance requirements in the standard wording in the prospectus and with the offer of place letter.
- 4) Students will have insurance cover (organised independently of the school) by the time they begin school.
- 5) The insurer is a reputable and established company.
- 6) The insurer is able to provide emergency, 7 days per week cover.
- 7) Students have a certificate of currency and policy wording from the insurance company stating that the student has purchased the cover for the duration of the planned period of study.
- 8) The certificate and policy will detail medical sums insured, repatriation benefits etc.
- 9) Records will be kept at the school for each student including the name of the insurer, the policy number and the policy start and end dates.
- 10) Written reminders will be given when policy renewal must be completed.

Ratified by the Board of Trustees: 04 November 2010  
Reviewed : 06 December 2012, 07 December 2014, 05 November 2015, 10 November 2016, 02 November 2017,  
19 November 2018, 05 December 2019, 29 October 2020  
06 December 2021, 05 December 2022

Signed:



Principal: Megan Clotworthy



Presiding Member: Georgie Shanks