



INTERNATIONAL STUDENT APPLICATION

- Self-Introduction
- Course Selection Guide
- EOTC Consent
- IT Policy & Student Contract

2018-2019

Student Name:

PLEASE INCLUDE WITH THIS APPLICATION FORM

- Copy of Passport Photograph page
- Most Recent School report
- Recommendation Letter from Head Teacher of current school
- The Results of any Internationally Recognised English language test you have taken. Eg. (IELTS, TOIC etc)
- A video presentation of a topic you are interested in. Please use a memory stick for this. .
(This is not compulsory, however, it is recommended that you do this)





SUBJECT SELECTION

Year 9 & Year 10 Overview

Core

All Year 9 and Year 10 students will follow a common core of:

SUBJECT NAME	FREQUENCY
English	4 periods per week
Mathematics	4 periods per week
Social Science	4 periods per week
Science	4 periods per week
Religious Education	3 periods per week
Health and Physical Education	2 periods per week

Year 9 Trimesters

- The trimester structure allows for 9 additional courses to be taken during the year. Each trimester runs for one third of the year and for 3 periods per week.
- Each student takes three trimester subjects at a time, thus there will be a total of 9 periods of trimester classes per week.
- ALL trimester subjects are taken by ALL students at some time throughout the year.
- Every student is thus exposed to the total range of subjects. This allows for a more informed choice at the Year 10 level and beyond and meets the requirements of the National Curriculum Framework.

Language	Technology	Arts
ESOL	Design Technology*	Drama
Maori	Graphics Technology	Music
Spanish	ICT	Visual Art

Year 10 Semesters

- Students are required to select up to 5 Semester options depending on course length.
- Some options are whole year options and therefore may place restrictions on the number of other options available to choose.
- Options operate for 3 periods per week, for half of the year (a semester) or a full year.
- Some options are whole year options and therefore may place restriction on the number of options available to choose.
- All students must do Health.

Compulsory	Whole Year Options	Half Year Options	
Hauora Health	Art Extension* ESOL Maori* Music Spanish*	Accounting Agri Technology Art Drama Design & Visual Communication~	Economic Studies Graphics Technology Materials Technology*

*Spanish and Maori will operate numbers permitting.

~Please note there is a charge for Design Technology project material costs.

- Although all of the above subjects will be in the option structure, there will inevitably be restrictions on the total combination of choices available, and priorities for learning areas will need to be established prior to making your choices.
- Choices made and finalised at the start of the year will hold for the entire year.



Year 11, Year 12 & Year 13 Overview

Year 11

- Religious Education & Health and Physical Education are compulsory
- There is a literacy and numeracy requirement for NCEA Level 1 therefore an English and a Maths Course is compulsory
- Science is strongly recommended and students **must** consult the HOF Science and HOF Further Education for careers advice before dropping it.
- Yr 11 students must choose a total of five subjects over and above RE and PE.
- To advance to Level 2 a student must achieve 12 to 15 credits in each subject (minimum of 80 credits in total with up to 20 more credits carried over to Level 2)
- All subjects contribute credits towards the National Qualifications Framework.

Year 12

- Religious Education is compulsory
- No other subject is compulsory but there is a level 2 literacy requirement for University Entrance, therefore **an English Course at Level 2 is strongly recommended.**
- Year 12 students must choose 5 subjects over and above Religious Education which can be at either Level 1 or Level 2.
- All subjects contribute credits towards the National Qualifications Framework.
- To advance to Level 3, a student must achieve 12-16 credits at Level 2 in each subject (minimum of 80 credits in total, 60 of which must be from Level 2 or above).

Year 13

- Religious Education is compulsory
- No other subject is compulsory but there is a Level 2 literacy requirement (4 reading credits and 4 writing credits) as well as a Level 1 numeracy requirement for **University Entrance** (14 credits).
- Year 13 students must choose 5 subjects as well as Religious Education which can be at either Level 1, Level 2 or Level 3.
- To be eligible to enter five Level 3 NCEA courses, a student requires 60 credits at Level 2 including a minimum of 14 Achievement Standard credits in any four Level 2 courses.
- Entry into specific Level 3 courses may have specific criteria or prior learning restrictions which must be met. (check subject information).
- All subjects contribute credits towards the National Qualifications Framework at their specified level.

Points to note:

- Where a student chooses a subject at a lower level and attains the requirement for that subject at the higher level he will always be promoted.
- Exceptions to the above entry requirements are at the discretion of the Head of Faculty.
- A student and his parents should, in the first instance, try to predict the likely outcome of the qualification currently being attempted and use these predicted results as a guideline in choosing future subjects.
- While all of the listed subjects are offered in the option structure there will inevitably be restrictions on the combinations of choices available.
- Courses will proceed subject to sufficient numbers and availability of staffing. Students should select courses carefully to avoid the disruption of changing subjects after the academic year has commenced.



SUBJECT MATRIX

Key:

N	Not offered at this level
S	The subject can be started at this level, no prior learning is necessary
C	This course relies on skills taught the previous year and therefore cannot be started at this level.
C/S	Subjects be started for the first time, if approved by the Head of Faculty.

SUBJECT	YEAR 11	YEAR 12	YEAR 13
Accounting	S	S	C
Agriculture	S	S	S
Art (Year 11)	S	N	N
Art, Painting, Printmaking Sculpture (Y12)	N	C	C
Art Design	N	C	C
Biology	N	C	C
Business Management	N	S	C/S
Chemistry	N	S	C
Classical Studies	N	N	S
Design Technology	S	C/S	C/S
Drama	C/S	C/S	C/S
Economics	S	S	S
Electronics	N	S	N
English	C	C	C
ESOL	S	S	S
Geography	S	S	S
Graphics	S	C/S	C/S
History	S	S	S
History of Art	N	N	S
Information Communication Technology (ICT)	S	S	C
Japanese (Net NZ course)	X	C	C
Legal Studies	N	S	C/S
Maori	C	N	N
Mathematics	C	C	N
Mathematics applied	S	S	N
Mathematics with Calculus	N	N	S
Mathematics, Statistics and Modelling	N	N	S
General Mathematics	N	C	N
Media Studies	N	S	C/S
Multi-Course English	S	S	S
Music	C/S	C/S	C/S
Outdoor Pursuits	N	N	S
Photography	N	C	C
Physical Education	S	S	S
Recreation and Well-being	S	S	S
Physics	N	S	C
Science	S	N	N
Sculpture	N	N	S
Sports Performance and Leadership	N	S	S
Transition	N	N	S
Vocational Studies – Automotive/Food Technology, Travel & Tourism /Multi-Trades	N	S	S

NB Year 12 Chemistry and Physics and Biology require at least Year 11 Science.

Year 13 Statistics and Calculus require Year 12 Mathematics

While all of the listed subjects are offered, there will inevitably be restriction on the combinations of choices available.



EOTC Consent (Education outside the Classroom)

Our EOTC procedures require us to request generic written permission for your son to participate in Level 1 and Level 2 EOTC events while he attends St Bede's College as a student.

The purpose of this generic permission is to save time and resource costs when your son participates in low risk events. You will still be given an information sheet by the Teacher in Charge of the event and you still have the right to withdraw your permission at any time by contacting the EOTC Coordinator or Teacher in Charge of the event.

Written permission is still required for each individual event where the risk is deemed greater than Level 2.

We would appreciate you reading the table below, and signing the form where indicated.

Level	Definition	Examples of Events	Consent etc required
1	On-site (within school environs)	<ul style="list-style-type: none"> • Physical Education • Subject practical class outside the classroom • Swimming Championships • Athletics Championships • Cross Country Championships • Orientation activities • Inter-House Competitions 	<ul style="list-style-type: none"> • Curriculum events need verbal approval from relevant Head Of Faculty. • Sports events and Inter-House activities require verbal consent from Senior Management. • Parent/Caregiver blanket written consent gained on enrolment at the College.
2	Off-site events occurring in school time, after-school or during evenings where there is no more than that associated with average family activities.	<ul style="list-style-type: none"> • Geography trip to Port Hills • Single day school exchange • Kapa Haka Festival • Friday night Basketball • Mid-Week Cricket match • Wednesday sport • Trip to the Movies • Agriculture Farm Visit • Canta-Maths Competition • Debating fixtures • Day retreats (off-site) 	<ul style="list-style-type: none"> • All events where students have to leave the school grounds during class time require written approval of Senior Management via the EOTC Event Application form. • After school and weekend sport event require verbal approval of the Director of Sport, who will maintain a roll of participants and oversee the issue and return of EOTC paperwork.
	Weekend sport and cultural/arts activities	<ul style="list-style-type: none"> • Saturday Sport • Sunday Sport • College Junior Dances • College Ball 	<ul style="list-style-type: none"> • After school and weekend cultural/arts activities require verbal consent of Senior Management.

Consent:

I give permission for _____ to participate in all EOTC Level 1 or 2 activities while he attends St Bede's College.

Signed: _____

Name: _____

Relationship to Student: _____

Date: _____



ST BEDE'S COLLEGE
INTERNATIONAL STUDENT APPLICATION





Student I.T. Acceptable Use Policy and Code of Conduct

The use of the computer network, wireless network and internet at St Bede's College is a privilege, not a right.

This application form to use the college network (wired and wireless) and the internet must be signed by the student and his parents/caregivers.

The policy is subject to change and the latest copy is available in the student diary and on the intranet.

Acceptance of the policy implies the acceptance of any amendments which may from time to time be made to the policy.

The following Code of Conduct must be adhered to by all students who use the college network (wired and wireless) and internet within the school.

GUIDELINE 1: GENERAL STATEMENT

- College Network refers to "School's computer network, wireless network, internet access facilities, student email system, student learning systems, computers and other school IT connected equipment/devices".
- The internet is provided for the education of and the improved delivery of curriculum material(s). Students are encouraged to make use of the services for school-related work only.
- The term IT includes privately owned laptops, mobile phones and USB drives used in the school environment.
- Student owned devices may only be connected to the school network via the StBedes_BYOD wireless network using their school issued username and password.
- Students are not to use any IT equipment to bully or harass others. This includes the recording of and/or publishing images of staff or students without specific permission and knowledge of all parties involved.
- The college may monitor traffic and material sent and received using the college's network. The college may use filtering and/or monitoring software to restrict access to certain sites and data, including email. Students accessing inappropriate sites will be dealt with through the college's discipline policy.
- The college reserves the right to audit its computer network, Internet access facilities, computers and other IT equipment/devices or commission an independent forensic audit as it sees necessary to ensure a safe and secure infrastructure for all users. Auditing of the above items may include any stored content, and all aspects of their use, including email.

GUIDELINE 2: EMAIL

- The school provides each student with a school email address in the form of:
username@student.stbedes.school.nz.
- All email will make use of customary greetings and salutations and is for the sole use of the individual student who is responsible for all traffic generated by that account.
- Information sent via email shall be constructive, informative or inquiring in the interest of both the sender and receiver.

GUIDELINE 3: USE OF NETWORK SERVICES

- No profanity, obscenities, or any other language that could be construed as such, is to be used in any material produced by students. This includes naming of computer files.
- No private information is to be distributed to other parties at any time. This includes forwarding of information sent by another party.
- The network is not to be used by any student for personal gain or illegal activity. This includes the downloading of music, video, game or software files that would infringe the Copyright Act 1994, and amendments.
- Students may not have more than two personal devices connected to the wireless network at any one time.
- Deliberate attempts to gain access to websites, containing material of pornographic, racially or religiously offensive, illegal or offensive material will be dealt with as a serious breach of school rules. This includes any attempt to by-pass the internet filter to access blocked websites. Personal internet connective devices such as,



but not limited to, cell phones/cell network adapters etc. are not permitted to be used to access outside internet sources at any time while on campus.

- Any deliberate attempt to hack or gain unauthorised access to any system will result in a lock-out from the network and/or more serious consequences for a period of time deemed to be appropriate by the College.
- Students must not attempt to interfere with the operation of the College network at any time. This includes the following:
 - Installing software, shareware and/or freeware;
 - Disconnecting any hardware without permission;
 - Deliberately damaging any computer (including peripherals) in any way;
 - Creating or modifying system files.
- All copyright, privacy and international laws are to be abided by at all times.

GUIDELINE 4: STUDENTS ACKNOWLEDGE THAT:

- Network User Accounts are set up for the intended user only. Use of other student's or staff accounts is prohibited and will result in a lock-out from the network and/or more serious consequences.
- No attempt will be made to send, download, access or store any software (including games).
- Students must not store or attempt to access any files belonging to other users.
- At no time are students to place orders for goods or services over the internet using the school name, title or funds.
- Every attempt must be made to clean out personal folders periodically. Network folders will be cleared of all files at the end of each year. Students need to back up to their own portable media, any files they require, prior to leaving at the end of the year.

GUIDELINE 5: LIABILITY

- St Bede's College is not, and cannot be held responsible for, the loss of material, accidental corruption or any other action that might affect transmission or loss of data. Responsibility to keep personal devices secure rests with the individual owner. St Bede's College, nor its teaching staff or any other employees are not liable for any device stolen or damaged on campus.
- The college has the right to collect devices and inspect files on any device bought on campus irrespective of whether it has been the cause of a problem/attack/virus (This covers devices that may contain pornography/objectionable material obtained off-site and stored on the student-owned device).
- It is the owner's responsibility to repair any malfunctioning/damaged devices. St Bede's College does not supply technical services for student owned devices.

CONSEQUENCES FOR STUDENTS WHO ABUSE ANY OF THE GUIDELINES:

- Students who are found guilty of minor infringements of these guidelines will be dealt with by their Teacher and/or the Network Administrator/s. Serious offences will be referred to either of the Deputy Rectors.



STUDENT I.T. ACCEPTABLE USE POLICY & CODE OF CONDUCT

Application for Network and Internet Use

STUDENT DETAILS

Student Name: _____

Address: _____

Contact Telephone: _____

Email Address: _____

Parents/Caregivers: _____

Year Level: _____

DECLARATION:

Student

- I have read the St Bede's College Student I.T. Acceptable Use Policy & Code of Conduct statement on using the I.T. Network and Internet and agree to abide by the rules as laid out in this document at all times.
- I understand that this policy statement will be reviewed annually, printed in each year's student diary and that I need to re-read it at the start of each year to make sure I am aware of current policy.

Student Signature: _____ Date: _____

Parent/Guardian/Caregiver

- As the parent/guardian/caregiver of the student named above I have read the policy statement relating to the use of the St Bede's College I.T. network and personal devices.
- I understand that the intention of the use of the network and internet within the school is for educational purposes. I understand that the college has taken all possible precautions to make the internet as safe as possible for all users.
- I also agree to support the school in any action it may take to ensure that the Code of Conduct as described in the policy statement is enforced.

P/G/DCG Signature: _____ Date: _____

P/G/DC Name: _____