



Policy: International Students - Medical and Travel Insurance

Policy Statement

Jireh Christian School ("the School") is committed to providing a safe, nurturing, gospel-informed environment to all our students. We seek to provide international students with a place of learning where they can thrive.

This policy is aligned with the Education (the Pastoral Care of International Students) Code of Practice 2021 ("Code"). The School is a signatory to the Code and is therefore bound to adhere to the requirements of the Code's guidelines.

The Board delegates to the Principal the responsibility to ensure that these guidelines are adhered to.

Procedural Guidelines

Requirements:

1. All students are required to have appropriate medical and travel insurance as specified in the Code.
2. The School shall advise all prospective students about medical and travel insurance requirements in the prospectus and with the Offer of Place letter.
3. Students purchasing travel insurance through a New Zealand insurer must purchase insurance cover at the time of fee payment and before they travel to study at Jireh Christian School.
4. Where insurance is provided from a New Zealand company policy, details should be provided in the student's first language where possible.
5. In the case of overseas policy providers, the student must provide the School with the policy details in English at least one month prior to the student's arrival at the School.
6. The School requires that the student has appropriate insurance cover as follows:
 - 6.1. During the student's travel to and from New Zealand; within New Zealand and any extra travel before or after the agreed enrolment date; if the travel is part of the course, outside New Zealand; and any extra travel before or after the agreed enrolment dates;
 - 6.2. Medical care in New Zealand, including diagnosis, prescription, surgery, and hospitalisation;
 - 6.3. Repatriation or expatriation of a student as a result of serious illness or injury, including cover of travel costs incurred by family members assisting repatriation or expatriation;
 - 6.4. Travel to another country outside of the course and travel itinerary; and
 - 6.5. Death of the student, including cover of travel costs of family members to and from New Zealand; cost of repatriation or expatriation of the body and funeral expenses.

Verification of Policies

1. The School must verify groups have an acceptable Medical and Travel Insurance policy.
2. Verification of policies will be undertaken by the Principal/Administrator/International Co-ordinators prior to enrolment.
3. As part of the verification process, the School will ensure that:
 - 3.1. The insurer/reinsurer is a reputable and established company with substantial experience in the Travel Insurance business and has a credit rating no lower than "A" from Standard & Poor's, or "B+" from A M Best.
 - 3.2. The Insurer is able to provide emergency 24-hour, 7-day per week cover.
 - 3.3. 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. The certificate and policy wording must also detail medical sums insured, repatriation benefits etc.



Recording of Policy Details

For each student group Jireh Christian School shall record the:

1. Name of the Insurer;
2. Policy number;
3. Policy start and end dates; and
4. Coverage details.

Policy Renewals

Prior to the expiry of a student's medical and travel insurance policy, the Principal or Administrator shall issue a written reminder to the students advising that their policy is up for renewal. A copy of the renewal policy must be presented to the Principal or Administrator prior to its expiry date.

Legislative Compliance

Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021
Part 5 (Subpart 6) Education and Training Act 2020

Review schedule: Annually

ADOPTED BY BOARD

Date 20th February 2023

Presiding Member **A Coombridge**

Reviewed Date 26th March 2024
 21st October 2025

Presiding Member **A Coombridge**
Presiding Member **A Coombridge**