



International Student Handbook 2026

CRICOS 03931K



Loreto
Normanhurst





ACKNOWLEDGEMENT OF COUNTRY

We pay our respect to this ancient Land that breathed life for 300 million years. A Land that extends from the ridgeline of the Blue Mountains across the soft sandstone plateau to the coast into the ocean. These ridgelines are the water catchment areas. It's where the rain hits first and flows down into our rivers and creeks, rejuvenating the earth and filling waterholes and hanging swamps. A Land kissed by rainbows and home to the tall Blue Gums. We acknowledge this Land as mother to possums, lyrebirds, the laughing kookaburra, the tawny frogmouth and brush turkey. We recognise the deep cultural and spiritual connection of this Land to the peoples of this Country. We honour Elders, those past, present and emerging. We pay respect to all Aboriginal and Torres Strait Islander people within our community.

Welcome to Loreto Normanhurst	5
Why Choose Loreto Normanhurst?	7
What does Boarding at Loreto Normanhurst look like?	10
Academic and Enrolment Information	11
Courses Offered	12
Applying as an International Student	12
Invitation to Interview	13
Offer of Place	13
Confirmation of Enrolment and Appropriate Accommodation	14
Payment of Fees	14
Additional Charges	15
Overseas Student Health Cover	15
Education Agents	16
English Language Proficiency Testing	17
Recognition of Prior Learning or Course Credit	19
The Academic Year	19
Course Progress, Course Duration and Attendance	20
Course Progress	21
Course Duration	21
School Attendance	22
Teaching and Learning	23
Assessment Methods	23
International Students' Wellbeing	24
International Student Orientation and Parent Information	25
Living in Australia and the Sydney Surrounds	26
Accommodation and Boarding	28
Our New Boarding House - Opening 2026	29
Local Guardians	30
School Expectations	31
Wellbeing and Pastoral Care	31
Emergency Situations	32
Medical or Health Treatment	32
Weekend Activities and Holidays	33

Visa Status and Change of Visa Status	33
Personal Information	34
Student Code of Behaviour	36
Complaints and Appeals	36
Deferment, Suspension and Cancellation of an International Enrolment	38
Compassionate or Compelling Circumstances	38
Suspension or Cancellation by the School	39
Cancellation by Student	39
Transfer Request Between Registered Education Providers	40
Refunds	41
Useful Links	42
International Student Compliance	43
General Compliance	44
The ESOS Framework	44
Your Rights	45
Your Responsibilities	45
The Department of Education and Training	46
National Code	46
Tuition Protection Service	47
International Student Ombudsman	48
The Department of Home Affairs	48
General Information	49
Contacting the School	50
Location and Travel to and from Loreto Normanhurst	50
Travel	50
Mobile Phones	51
Textbooks	51
Uniform	51
Alcohol, Smoking & Vaping	51
Electricity	15
Passports	51
International Students	52

Welcome



I am delighted to share with you this insight into our exciting International Student Program and into who we are at Loreto Normanhurst as you discern the path forward for your daughter's education.

Our mission is inspired by the 400-year-old legacy of our foundress, Mary Ward, who envisaged a world of opportunity for young women. Her vision remains relevant to us today as we continue to educate 'compassionate warriors' – young women who are confident and capable of taking their place in the world as leaders, change-makers and active global citizens.

At the core of our educational philosophy is the growth of the individual within a strong and caring school community. Our vibrant, innovative community connects students from all over Australia and the world, offering a diversity of experience and understanding. We are proud of our pioneering, holistic learning programs, integrated Pastoral Care model, partnerships with industry and academia, and dedicated, expert staff, which contribute to the development of our students into creative, courageous and empathetic learners.

I invite you to explore this publication for an insight into how we may partner with your family in these important years of your daughter's growth.

Marina Ugonotti

PRINCIPAL

Welcome to Loreto Normanhurst

We are delighted that you are interested in our School. This handbook provides you with the information that you need to apply for a place at Loreto Normanhurst as an International Student.

Other useful information about the care of an International Student can be found at:

- [Loreto Normanhurst Website](#)
- [Loreto Normanhurst Prospectus](#)
- [Loreto Normanhurst Boarding Prospectus](#)
- [Loreto Normanhurst Secondary Handbook](#)
- [Loreto Normanhurst Schedule of Fees for Full Fee Paying International Students](#)
- Loreto Normanhurst Enrolments Parent Dashboard (available once enrolled)

Loreto Normanhurst is an independent, Catholic Day and Boarding School under the care of the Institute of the Blessed Virgin Mary (IBVM), also known as the Loreto Sisters. It is part of a worldwide tradition of over 400 years of educating young women.

Our foundress, Mary Ward (1585-1645), faced the uncertainty of her society with courage and the fervent conviction that “women in time to come will do much.” Mary Ward founded the Institute of the Blessed Virgin Mary in 1609, which was in turn responsible for the foundation of Schools and ministries in England, Europe and, after the time of Mary Ward, all over the world.

A sculpture of Mary Ward stands in all Australian Loreto Schools and depicts, in stance and stare, our forward-facing and outward-looking approach to engaging with the world and seeking purpose and meaning.



Why Choose Loreto Normanhurst?

Quick Facts:

- Established in 1897
- Leading Sydney, independent, Catholic Day and Boarding School from Years 5-12, with boarding from Year 7.
- 1200+ students with approximately 180 students per year level.
- Capacity for 216 boarders from Sydney, Regional NSW, across Australia and International Students.
- Largest full-time girls Boarding School in NSW.
- 250+ staff across the boarding school and day school.
- Location of Loreto Normanhurst to the city is a train ride away.
- 50 minutes by train to the city.
- Safe and secure campus is set on 25 acres with bushland views.

What does a Loreto Normanhurst International Student look like?

- A young woman eager to engage fully in academics, extra-curricular activities and the boarding experience.
- Open-minded, adaptable and willing to embrace the School's values and traditions.
- Resilient, with strong connection and support from her family to thrive in a boarding environment away from home.
- Not afraid of challenges and will ask for support when it is needed.
- Willing to share her culture and story with the community and to embrace the cultures she meets at Loreto Normanhurst.

We welcome International Students who align with the school's values: Felicity, Freedom, Justice, Sincerity, Verity—woven into every aspect of school life.

What do we offer?

Students learn through an award-winning holistic model with equal emphasis on Faith, Academic, Community/Pastoral and Extra-curricular.

Faith

- Deepens student commitment to be a woman of understanding, tolerance, empathy, compassion and resilience.
- Students learn to value truth and respect for others.
- All students, irrespective of their faith, are welcomed into our Catholic Christian community.
- Relationships are of utmost importance to student growth and we prioritise the formation of an active and inspiring community of faith and social justice.

Academic

- Comprehensive academic support and mentoring to help with learning, particularly English.
- The School supports students to build confidence in English and other subjects.
- Supportive and flexible teachers.
- Homework Help in boarding and tutoring, recreation programs for students.
- Boarders take on many leadership opportunities, including the Boarder Council, Chapel Ensemble, Table Heads and Academic Mentors.
- Encourages personal responsibility learning with practical guidance from study and academic supports.
- Students develop leadership skills and the ability to work as a team.
- Support in place to balance learning and extra-curricular pursuits.
- [Please click here to see the subjects on offer for Year 7-10 and Year 11-12](#)



Community and Pastoral

- Regular communication with families, ensuring students' wellbeing and academic progress.
- Pastoral care tailored to the challenges of boarding life.
- Academic and social opportunities with brother schools.
- Every weekend, there is an organised activity program for Year 7-8 and boarders from other year groups join in as well.
- Community weekends are held once a term, where the whole Boarding School stays together and participate in organised activities, games and excursions, such as the Sydney Harbour Cruise.
- The House system, within the School and Boarding, connects younger girls with more senior students, providing a sisterly support network through a buddy system and family-style boarding.
- Opportunity to connect with girls from Australia and overseas and make life-long friends.
- Boarding offers an environment where students feel safe, cared for and included.

Extra-curricular

- Extra-curricular activities with support in Drama, Oratory, Debating and Music.
- Our Years 7-10 girls participate in compulsory weekly Saturday Sport and most of our senior girls elect to continue to be part of sporting teams in Years 11-12.
- Coaches for Saturday Sport, like Badminton, Tennis, Rowing, Netball, Hockey, Touch Football, Basketball and Soccer.

For more information please see the [Boarding Prospectus](#) and our website at loretonh.nsw.edu.au



What does Boarding at Loreto Normanhurst look like?

- 216 boarders in our new, purpose-built facility from 2026.
- Our Boarding identity remains deeply connected to rural and regional NSW, with over 85% of boarders coming from these areas.
- Our International Students complement this by fostering global perspectives while retaining the School's authentic and grounded Boarding culture.
- Flexible boarding arrangements with boarders choosing to stay in or visit home or friends on the weekend.
- Commitment Weekends once a term, with the whole Boarding community engaging in activities together.
- Recreation program with visits around Sydney.
- 6-bed dorms for younger boarders, and 2-bed and single rooms for senior students. Each room will allow for generous, secure storage and living space.
- The dining and gathering spaces will be used for individual or small group areas, or for gathering the whole Boarding community for meals and other activities.
- Compulsory Sport on the weekend for boarders in Years 7-10.
- Compulsory Boarder Mass onsite in the Chapel every Sunday night.
- The Mary Ward Health and Wellness Centre provides boarders with access to onsite nurses and counsellors.



Academic and Enrolment Information



Courses Offered

Loreto Normanhurst School Limited (“Loreto Normanhurst” or “the School”) enrolls a small number of Full Fee Paying (FFP) International Students studying on a 500-subclass visa subject to places being available. The School’s Commonwealth Register of Institutions and Courses for International Students (CRICOS) Provider Number is 03931K.

Loreto Normanhurst is a registered provider for the following courses for International students:

Course Name	Academic Years	Award Received	CRICOS Course Code
Primary Level	Year 5 and Year 6	N/A	106906K
Junior Secondary Level	Year 7 to Year 10	Record of Student Achievement (ROSA)	106907J
Senior Secondary Level	Year 11 and Year 12	Higher School Certificate (HSC)	106908H

The School reserves the right to amend its academic and other programs at any time without notice to families. This may include the discontinuance of teaching subjects and other programs.

In the Primary School, the school follows the NESA curriculum. For Years 7-10 and Years 11-12, please go to the school website for subjects and electives available to the students. Loreto Normanhurst students complete the New South Wales Higher School Certificate (HSC).

Applying as an International Student

To apply as an International Student on an SV500 Visa (FFP) Temporary Resident (TR) or Permanent Resident (PR) Visa at Loreto Normanhurst, you must complete an Application for Enrolment form and pay the non-refundable application fee of AUD\$350. A pre-requisite for each student is to demonstrate completion of a satisfactory and appropriate level of academic study in your home country school.

The application must provide certified copies of:

- Passport and Australian visa.
- Birth certificate, (translated into English).
- At least two (2) school reports, (translated into English with validation).
- Australian Education Assessment Services (AEAS) test results (or other relevant language test results as agreed by Loreto Normanhurst), including a copy of the written component.
- English as an Additional Language (EAL) reports from an English Language College (where applicable).
- Appropriate reference, as requested.
- An overview of the student’s interests in Sport, Performing Arts or other extra-curricular activities she may be involved in.
- Details of the student’s local guardian in Australia including a NSW Working With Children Check (WWCC) for members of the household who are over the age of 18.
- Reports relating to the student’s wellbeing and support needs, if applicable.

Invitation to Interview

The completed International Student Enrolment Form will be reviewed by our Enrolments Team and you will be advised if the student will proceed to an interview. The interview will be conducted either in person or online.

In line with CRICOS requirements, a home visit with the student's Local Guardian will be included as part of the enrolment process. This will be arranged at the time of the interview and prior to the confirmation of enrolment. Every person over the age of 18 in the house must provide a copy of their NSW WWCC, full name and date of birth before the inspection can occur.

Offer of Place

Following the interview, if both parties are happy to proceed, a Letter of Offer will be sent to you. Both parents are required to sign and return the Acceptance of Enrolment within 14 days. This is a binding contract between the School and the family. The signed Agreement confirms to Loreto Normanhurst that the student's parents agree to Loreto Normanhurst's provision of accommodation and welfare for their daughter, and that they agree to the Loreto Normanhurst Terms and Conditions of Enrolment and the Terms and Conditions for International Students.

An International Student Bond together with a non-refundable confirmation of enrolment fee is requested to be paid. The International Student Bond is refundable, subject to the Terms and Conditions of Enrolment, at the conclusion of studies, which is to be refunded at the final billing in the school fees account. Please refer to the International Students School Fees schedule for the current cost.





Confirmation of Enrolment and Confirmation of Appropriate Accommodation

Upon receipt of the signed Letter of Offer and payment of the relevant fees, Loreto Normanhurst will generate a Confirmation of Enrolment (CoE) and a Confirmation of Appropriate Accommodation (CAAW). These documents are required for the application of the student visa.

An electronic and hard copy of the CoE will be sent to the student's parents. It is advised that a copy of the Letter of Offer and accompanying CoE be retained, along with payment receipts.

The CAAW confirms that the School is responsible for the welfare of your daughter for the duration of her course.

Payment of Fees

Following the initial upfront payment of fees listed in the Letter of Offer, on-going fees are payable in advance. All fees must be paid in Australian dollars.

Payments for each term are due at the commencement of the term. Term 4 payments also include any expenses incurred after the final billing of the school fees account.

Additional Charges

International Students offered a place at Loreto Normanhurst incur additional fees per term in the absence of government grants.

The NSW Education Standards Authority (NESA) levies an administrative fee on International Students who are candidates for the Higher School Certificate (HSC). This fee is \$1200.

International Students are required to pay medical, government and other costs that arise due to their student status and in compliance with their visa requirements.

An updated Fee Schedule is shared with enrolled families in November each year. The current Annual Fee Schedule for Full Fee Paying International Students is also published on our website.

Overseas Student Health Cover

OSHC assists International Students to meet the costs of medical and hospital care they may need while in Australia. OSHC also includes ambulance cover and limited pharmaceuticals. Students are required to have Overseas Student Health Cover (OSHC) which is mandatory for the duration of the student's studies. OSHC is a compulsory requirement for an International Student. A copy of the OSHC Certificate is required to be provided to the School prior to the commencement of the school year. More information on OSHC can be found at: immi.homeaffairs.gov.au.



Education Agents

Loreto Normanhurst uses Education Agents to assist International Students with enrolment.

How Agents Support Your Family Through the Enrolment Process

Agents play a vital role in helping families navigate the enrolment journey at Loreto Normanhurst. Here's what you can expect from them:

Understanding Your Child

- Learn about your child's academic background, interests, and future goals.
- Match your child's profile with Loreto Normanhurst's offerings and expectations.

Recommending the Right Fit

- Recommend Loreto Normanhurst based on suitability and availability.
- Explain that SV500 visa students must board at the School until graduation.
- Advise that it is expected that SV500 students board at the School and that any change to enrolment status (Boarding/Day) is at the Principal's discretion and requires two terms' notice.

Application Support

- Arrange for your daughter to complete the AEAS test.
- Submit AEAS results to the School as part of the application.
- Assist with completing the School's application form.
- Ensure all required documents are included (e.g. academic transcripts, passport copy, AEAS results, references).

English Language Preparation

- If needed, help enrol your daughter in an ELICOS program to meet the School's English entry requirements.
- Support the School and family with progress reports during the ELICOS program.

Interview Preparation

- Prepare your daughter for any additional assessments or interviews required by the School.
- Schedule and facilitate virtual or in-person interviews with School staff.
- Attend the interview if required.

Offer and Enrolment

- Help your family understand the conditions of the offer.
- Assist with signing the offer, paying the enrolment fee, and submitting visa-related documents.

Visa and Transition Support

- Guide your family through the student visa application process.
- Provide pre-departure briefings on boarding, school expectations, and life in Australia.
- Maintain contact with your family and the School to support your daughter's transition and wellbeing throughout her enrolment.
- Maintain a regular relationship with the Loreto Normanhurst International Enrolments delegate to ensure a smooth transition for all offered students.

Information on Education Agents with formal agreements with Loreto Normanhurst can be found on the School's website.

English Language Proficiency Testing

As our classes are in English, International Students must have a suitable English speaking and comprehension level prior to enrolment. This will allow the student to better participate in their learning and ensure the school can appropriately support the student to achieve their learning potential.

Loreto Normanhurst uses the AEAS Test to assess students' English language proficiency. The test must have been completed within the past 12 months prior to the proposed commencement date. The student is required to have been tested for the year level as indicated on the enrolment application.

Minimum English language requirements are as follows:

Course Name	Academic Years	ESL Level Required
Primary Level	Year 5 and Year 6	ESL Level 4
Secondary Level	Year 7 to Year 11	ESL Level 5





Students are required to provide the full report, including the scores and stanines of each assessment component, the AEAS summary and recommendations, as well as a certified copy of the student's writing test component.

Assessment of the student's English proficiency is made in consultation with the relevant staff of the School's Learning Department following review of all reports provided and the interview with the student. Our Learning Department staff may ask for additional assessment tasks to be completed if needed, to supplement current reports.

The School reserves the right to require an English Language Intensive Course for International Students (ELICOS) to be completed prior to commencement, together with a second AEAS test to determine the level of English proficiency achieved.

The AEAS test fee is the responsibility of the student's family. Should the student be required to attend an ELICOS Course, the cost of the course is the responsibility of the student's family.

International Students seeking direct entry to Year 12 will only be considered if the student is transferring from another Australian School and where the following conditions have been met:

- The student has achieved all Year 11 subjects with at least a C grade or equivalent.
- Satisfied the course requirements at Year 11 level of the HSC.
- Minimum of 90% attendance level at previous school.
- Provided a referee contact from the current/previous school.
- Meets the SV500 visa requirements for a transferring student.
- Meets Loreto Normanhurst selection criteria and has completed the enrolment process including the interview.

International Students transferring between an Australian School and Loreto Normanhurst, who have less than one (1) year's study in Australia, will be required to submit their AEAS test results with their application.

Recognition of Prior Learning or Course Credit

As a rule, Loreto Normanhurst does not offer course credit.

Course credit is only available to students transferring from another NSW curriculum School in Year 11 or at the beginning of Year 12. An application must be made prior to a student commencing at the School. The application must be prior to the entry into any course. Each application is assessed by the School and approval is granted by the Principal. The decision to award course credit is at the discretion of the Principal.

If Recognition of Prior Learning (RPL) is granted or course credit reduces the course duration, the School will inform the student and her parents of the reduced course duration, following the grant of RPL and the confirmation of enrolment will be issued for the reduced duration of the course.

Any change in course duration will be notified to NESA if RPL is granted after the International Student's visa is granted.

The Academic Year

The Australian academic year begins in late January and consists of two (2) semesters and four (4) terms of around 10 weeks each. School holidays are in April, July, October, and December. Term dates are available on our website.

Boarders are required to return home or stay with their local guardian at the end of each term, public holidays or periods of extended illness. All students are required to attend all classes and complete homework and assessments. Some of this work will be required to be completed in holiday periods, especially in senior years.



Course Progress, Course Duration and Attendance



Course Progress

To comply with the student visa conditions, International Students must achieve satisfactory course progress which is monitored and recorded each year of attendance. Failure to satisfactorily complete tasks puts the student's visa at risk. It is a mandatory visa condition to maintain satisfactory attendance in the courses for each subject.

The School ensures that assessments tasks are scheduled to manage the workload and ensures that there is sufficient notice for due dates.

Course progress is monitored and reported to the student's parents/guardians at the end of each semester.

If the student's progress is affected by illness or documented and approved absence, Loreto Normanhurst may assist the student to catch up on missed work to ensure course requirements are met.

Loreto works closely with each student to ensure they are striving to meet their potential. Relevant staff will meet with students and support opportunities will be implemented to help meet outcomes.

If, after support and intervention have been provided, the student's progress remains unsatisfactory, the student is sent a letter to advise that they will be reported for unsatisfactory course progress to the Department of Home Affairs (DHA).

Course Duration

International Students are expected to complete their course within the specified duration of the student's Certificate of Enrolment (CoE).



School Attendance

All students are expected to attend all requirements of the school's weekly timetable and calendar. This includes subject classes, Tutor and House meetings, assemblies, and other whole-school community events, retreats, camps and immersions. Attendance is checked and recorded daily. It is the responsibility of the parent, carer or guardian to notify the School with an explanation for the absence using the FACE Online Parent Portal by 8:30am. Late arrival at school is recorded and is reported in attendance records as absent. Partial absence must also be accompanied by an explanation. If an explanation is not provided to the School within seven (7) days, an unexplained absence will be recorded and checked by the Head of Students.

Extended absences from school related to illness must be accompanied by a medical certificate.

Requests for leave from School activities, including academic and extra-curricular programs and for early departure at the end of term and/or late returns from breaks are only permitted in the most exceptional circumstances and application must be made to the Deputy Principal. No arrangements or commitments should be made prior to the application being approved.

It is the expectation at Loreto that students do not take leave for holidays or travel during term time. The NSW Department of Education Attendance Policy states that family trips taken outside of school holidays will now count as "unjustified absence" on a student's permanent record.

International Students must meet a minimum of 80 percent attendance. If attendance falls below 80 percent or absences are longer than three (3) consecutive days without approval from the School, an investigation by the Director of Pastoral Care and the Pastoral Care team will be carried out. Intervention strategies will be implemented to support improved attendance and may include attendance plans and professional advice sought from external agencies.

A letter advising parents/guardians and the student of the minimum attendance not being met will be sent by the Director of Pastoral Care, reminding them of the International Student Visa obligations.

Failure to maintain satisfactory attendance may result in the Department of Home Affairs (DHA) being notified of the breach of visa with respect to attendance.

Weekend Leave is available to all boarders, following strict requirements. Leave is a privilege and boarders found to not be abiding by school procedures will have consequences. Procedures can be found in the Boarder's Handbook.



Teaching and Learning

All courses are conducted face to face. Lessons are typically conducted in classroom styled settings including speciality subject areas such as science laboratories, music rooms, and the gymnasium. From time to time, to enhance learning outcomes, incursions and excursions are included.

Students are provided with a laptop, appropriate software, and technical Help Desk support. WIFI is available throughout the school and in the Boarding School. Loreto Normanhurst takes information security seriously and ensures that the School has appropriate measures in place to protect students' online safety.

Assessment Methods

Assessments of student progress are completed throughout the school year. The methods for assessment vary and include classroom tests, assignments, and internal and external examinations. A formal report outlining the student's academic progress, approach to learning, and participation in the School community is provided to parents at the end of Semester 1 and Semester 2.

Loreto Normanhurst follows the rules and regulations set by New South Wales Education Standards Authority (NESA) in relation to student progress.

International Students' Wellbeing





International Student Orientation and Parent Information

All new students who commence at the start of the academic year attend an Orientation Day. Orientation Day will provide the opportunity to meet with key staff. All students are assigned a student buddy to help them become familiar with the school facilities and provide them with support as they settle into their new environment.

The Orientation Day is for all new students who will be starting at the beginning of the following year and is held in Term 4. The orientation includes familiarisation with the Boarding House and an overnight stay. The overnight stay is designed to prepare your daughter for the following year. In addition to meeting other boarders, the Boarding School staff will facilitate a welcoming atmosphere to help make friends and to help reduce some of the anxieties that families and boarders can have in regard to boarding at a new school. An information session for parents and guardians is run concurrently to the Orientation Day. Parents are encouraged to attend the relevant parent events and sessions to build community and get to know one another.

The School provides an age-specific orientation to all International Students regardless of when they commence at the School. If an International Student is unable to attend the Orientation Day, they will receive a one-on-one orientation session to ensure they are fully supported as they transition into our community. The Orientation program is supported by an online Parent Dashboard and includes:

- A tour of the School and facilities.
- A welcome to the School and introduction of key staff, Year Coordinators and Executive members of the school. The welcome includes Loreto Normanhurst's history and tradition of forming young women of compassion and justice and the interconnectedness of faith, academic, community and extra-curricular activities.
- An introduction to the expectations of being a Loreto Normanhurst student.
- An overview of the Pastoral Care Program and support structures for academic needs and wellbeing.
- An explanation of key aspects of the Australian Education system (e.g. Assessments/HSC School Certificate/ROSA etc).
- Confirmation of term dates and attendance requirements, particularly regarding early departures to the home country.
- Information on support services available to International Students, including how to access emergency, health, and legal services.
- A week in the life of a Loreto Normanhurst student and an outline of day one arrangements.
- An explanation of uniform requirements and scheduling of uniform fitting appointments.
- Important points of contact for any questions and/or problems arising before the start of School. Assistance will be provided to purchase School uniforms, textbooks, and other items.
- Orientation to the local area, including banks, post office, bus and train stations, supermarkets.
- Information on local buses, trains and the local area.
- Orientation and assistance in opening a bank account, travelling by public transport.

Loreto Normanhurst's Director of Boarding and Boarding staff play key roles in the Orientation of International Students to Loreto Normanhurst. At all times the Boarding Enrolments Manager is the key point of contact from enquiry to commencement. From commencement as a Boarder, the Head of House in the day school or the Year Coordinator in Boarding are some of many key contacts for parents.





Living in Australia and the Sydney Surrounds

A guide to studying and living in Australia can be downloaded from the following websites:

studyinaustralia.gov.au

livingin-australia.com



Accommodation and Boarding

SV500 International Students are required to reside in the School's Boarding House during term time, returning to the care of their families or guardians during non-term time, on long weekends, or in the case of illness. Thus, Loreto Normanhurst accepts responsibility for the accommodation, support, and general welfare of your daughter. Loreto Normanhurst does not offer homestay accommodation.

During holiday periods and compulsory closed weekends, SV500 boarders may travel home, or stay with family or Loreto families. For students unable to go home, Loreto has a "preferred provider", this is at an extra cost to families.

Our boarders enjoy a welcoming, family-style boarding experience. The girls come from diverse backgrounds and locations, with a balanced mix of local, rural, and International Students. A strong Pastoral Care team supports our International Students. The team includes House Tutors, qualified English as an Additional Language (EAL) teachers, Heads of House, Heads of Department, School Psychologists, and Careers Counsellors. Strong support is provided by the Director of Boarding and the Boarding School community.



McCabe House - Opening 2026

This innovative space spans four levels, cascades down the slope beside the gymnasium with an outlook across the oval and to the bush beyond.

The new purpose-built Boarding House has accommodation for 216 boarders, flexible communal spaces, and reflects the school's vision to create a modern, accessible and ecologically sustainable home for boarding students.

There are a variety of room configurations from 6-bed dorms for younger boarders, and 2-bed and single rooms for senior students. Each room allows for generous, secure storage. The bathroom facilities are shared and are plentiful, modern and new.

The dining and community spaces are used for individual or small group areas or for gathering the whole boarding community for meals and other activities. During the school day, the dining room also serves as a canteen for our day students.

These indoor areas spill out to usable outdoor spaces, with a garden area and seating for learning and socialising.

The spaces are designed to enrich the friendships, educational opportunities and experiences available to students and all members of our community.

Local Guardians

Loreto Normanhurst requires all International Students to have a school approved Australian Local Guardian for the duration of their enrolment who can act on behalf of the parents while the student remains enrolled at the School.

The guardian will be responsible for and meet the needs of the student's welfare, and provide care and accommodation during boarders' weekends, holidays, and times of illness while she is in Australia. The Australian guardian should be known to you and your daughter and be willing to assist your daughter with support and advice while at Loreto Normanhurst. The guardian will be required to meet with the Director of Boarding, the Risk and Compliance Manager, the Human Resource personnel, the Principal and other staff as determined by Loreto Normanhurst.

The guardian is required to be at least 25 years old, English speaking, a permanent resident, or have permission to reside in Australia for the duration of the student's enrolment, must be contactable by the School and have a current NSW Working with Children Check (WWCC) clearance. The Local Guardian needs to be able to be able to provide suitable accommodation for the student i.e. their own bed. Any other person over 18 years of age residing at the same residential address of the guardian must also have a current NSW Working with Children Check (WWCC) clearance.

The Guardian does not have any formal legal status, they cannot substitute for a parent. It is a welfare role only. If you are unable to have a family member/close friend perform this role, the school has a "preferred provider" who can fulfill this position.

Contact details for the guardian are required to be provided and will be recorded on the School's database. It is a legal requirement for the contact details for the guardian to be current and available to the School at all times. The Principal and Director of Boarding must be immediately notified in writing if there is any change to the guardian's contact details or change of guardian. If the Local Guardian is unable to meet the requirements, then the student's enrolment may be in jeopardy.

For compliance purposes, the residence is visited by a nominated staff member to ensure all student wellbeing areas are being supported.

If your daughter is to remain in Australia during a holiday break and cannot reside with her Australian guardian, another suitable adult (who is at least 25 years old) can be nominated, as agreed by the School and guardian.



School Expectations

The School expects that the Local Guardian maintains regular contact with the student, her parents, and the School throughout the enrolment period. This includes representing the student's parents at school events including parent-teacher interviews, awards evenings, school functions and matters relating to the student's behaviour.

The guardian should be able to provide support for the student at all times. This includes compliance to school policies, health matters, medical emergencies, and assisting with travel and holiday arrangements. The School also expects that the local guardian has knowledge of school holidays and school policies.

Wellbeing and Pastoral Care

Loreto Normanhurst has a well established, caring educational environment for the girls to flourish and develop positive relationships where each girl is known and cared for as an individual. Our Pastoral Care programs are supported by Houses and Tutor Groups. Our staff work in close association with the tutors and advisors to ensure that each student's academic and pastoral wellbeing is monitored with great care. All students participate in a Pastoral Curriculum that aims to support them to fulfil their academic and personal potential. This includes Social and Emotional Learning and themes and topics relevant for young people.

Parents and/or guardians are required to disclose to the School all relevant information regarding any medical diagnosis or any form of assessment (including educational, psychological or physical assessment) relating to a student or her educational status prior to and during the student's enrolment. This allows the School to ensure the student's wellbeing needs are met.

If the School sees the need to suspend or cancel the student's enrolment or the student does not fulfill the requirements of the SV500 visa, the School will retain responsibility for the student's wellbeing until:

- The student is accepted by another registered CRICOS provider and that registered provider takes over responsibility for approving the student's wellbeing, accommodation, support, and general welfare arrangements.
- The student leaves Australia and/or other suitable arrangements are made that satisfy the Department of Home Affairs.

Further information regarding Loreto Normanhurst's student wellbeing and pastoral care can be found on the Loreto Normanhurst website.

Emergency Situations

The student will be provided with information on who to contact in emergency situations, including the contact numbers of nominated staff members. The student will also be provided with information in an age and culturally appropriate manner on how to seek assistance and report any incident or allegation involving actual or alleged sexual, physical, and other abuse.

Medical or Health Treatment

Parents are required to complete and return a student Medical Form at enrolment and as requested by the School, such as prior to overnight events and immersions. Parents must keep the School informed of any changes to the Student's health including medical reports.

If the student is ill or injured and requires urgent hospital and/or medical treatment and you are unavailable, a responsible School Staff member may give the necessary authority for treatment. All medical and ambulance costs incurred shall be paid by the parent.

Parents and Local Guardians are required to immediately notify the School if the student has a communicable infection or condition or a notifiable condition under Public Health Regulations.

If a student is taking any medication at commencement in boarding, these must come with a letter from a medical Doctor with details of the medication, dosage required, time of administration and any specific storage conditions.

Parents need to ensure that the medication is legal in Australia.

Nursing staff will support your daughter in accessing medical care as required. For further information about the Loreto Health Care Procedures, please see the Boarding Handbook.



Weekend Activities and Holidays

A large part of living in a different culture is experiencing and exploring the city and surrounding areas. International Students may apply for weekend leave to spend time with their local guardian or School friends.

International Students are required to stay with their guardians during holiday times or return to the care of their parents. All members of the Local Guardian's family over the age of 18 are required to provide the School with their current NSW Working With Children Check.

All leave arrangements are required to be approved by the Director of Boarding prior to the arrangements being made. Leave arrangements for end of term travel are required to be in place at least six (6) weeks before the end of each term. Copies of all tickets and/or parent travel arrangements must be provided when requested and as part of travel arrangements at the end of term.

Students are expected to travel during holiday periods. If travel during school time is necessary due to exceptional circumstances, families are to complete an Application of Leave form. Applications need to be sent to the Deputy Principal at least four (4) weeks before the intended date of travel. Where the reasons for the leave are not accepted, parents will also be notified. Parents are to apply for leave before booking and paying for tickets. If travel has been booked and paid for this will not be sufficient grounds for the leave to be approved.

Visa Status and Change of Visa Status

A student who is on a SV500 must fulfil the conditions of the Enrolment Terms and Conditions. SV500 students commence as boarders and must fulfil their obligations to complete the courses as a boarder. A request to cease as a boarder and continue as a day girl is not permitted. However if the student's visa status changes and there is a request to change the status of the enrolment, the request to withdraw from boarding and only attend as a day student is at the Principal's discretion and may not be approved. A minimum of two (2) full terms notice (or fees in lieu of notice) is required if this change to enrolment status is granted.

All SV500 students enrolled at Loreto must board. Boarding is a long term commitment and students who enrol as boarders are expected to remain as boarders for the duration of their enrolment. This is irrespective of turning 18 during their time at school.

Personal Information

The School collects personal information, including sensitive information about students, parents and Local Guardians as members of the Loreto Normanhurst. The School's Privacy Policy recognises the related issues surrounding the personal information it collects whilst respecting and maintaining the confidentiality of such personal information and the privacy of individuals.

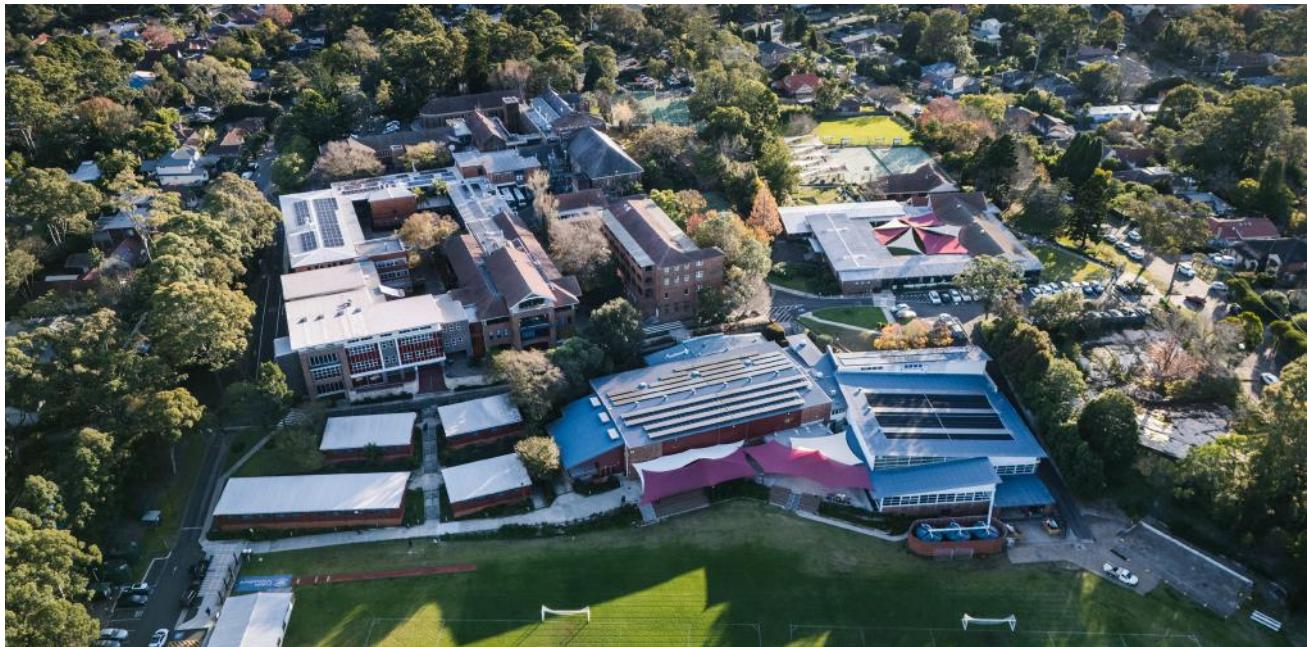
The Privacy Policy sets out how the School manages personal information provided to or collected by it. The School may, from time to time, review and update the Privacy Policy to take account of new laws and technology, changes to the School's operations and practices and to make sure it remains appropriate to the changing School environment. The School's Privacy Policy is available on the school's website.

The School may use and disclose information in such a manner as the Principal or any person authorised to act in their place may deem appropriate for the purposes of the student's education, healthcare, welfare, or development, or for the operation of the School more generally.

The Privacy Policy sets out how parents and students may seek access to personal information collected about them.

Passports for SV500 students are to be handed to Boarder Reception on arrival to be locked in the Boarding School safe. SV500 students/parents will sign a document as to the location of their passport. All passports are checked regularly to see that they are in compliance with Visa conditions.





Information is collected on the application form during the enrolment process in order to meet the Education Services for International Students (ESOS) Act, the National Code 2018 and ensure compliance with the conditions of the student visa. The authority to collect this information is contained in the ESOS Act 2000, the ESOS Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to International Students 2018. Information collected about you on the enrolment form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. In other instances, information collected on the application form or during your enrolment can be disclosed without your consent where authorised or required by law.

Health information about students is sensitive information within the terms of the Australian Privacy Principles under the Privacy Act.

On occasion, information such as academic and sporting achievements, student activities and similar news, is published in the School Program, records of achievement, its social media sites, newsletters, and magazines and on the school's website. Parents consent to the student being identified (including being named, photographed, recorded in audio, video or other digital media) in material used to promote the school unless the Principal has been advised, or is advised in writing that the parents do not give this permission.

If the parents provide the School with the personal information of others, such as doctors or emergency contacts, the School encourages the parents to inform them that the information is disclosed to the School and why. They should be advised that they can access their information if they wish and that the School does not usually disclose the information to third parties.

Student Code of Behaviour

Loreto Normanhurst strongly believes that all students have the right to live and learn in a community environment that is free from intimidation, humiliation and hurt. The School has cultivated a culture of caring that establishes relationships that are grounded in love, compassion, reconciliation, and justice. Students also have a responsibility to contribute positively to the school environment, as reflected in the Student Code of Behaviour and Loreto values.

Students are encouraged to restore relationships that have been damaged using strategies that are underpinned by the school values and a restorative practice approach. Strong Pastoral Care is available to all students from fellow students, teachers, School Counsellors, Heads of House, through to the Principal as needed.

Students can seek assistance and report any incident or allegation involving actual or alleged sexual, physical or other abuse by talking to their Tutor, Head of House, Director of Pastoral Care, Director of Boarding, Deputy Principal or Principal. Loreto Normanhurst follows the principles of procedural fairness when managing issues relating to student wellbeing and behavior.

Parents and guardians who have concerns for the student are encouraged to contact the School to ensure support can be made available as needed.

Complaints and Appeals

The School will conduct a prompt investigation into matters which are completed by an independent committee to ensure the process is conducted fairly. All outcomes from the complaint investigation will be provided to the parents and student in writing.

If the finding of the complaint or internal appeal is found in the student's and parent's favour the School will ensure that the appropriate actions are implemented expediently.

If the finding of the complaint or internal appeal is found in the favour of the School, the Principal will provide direction for the student and parents should they wish to lodge an external appeal.

If an issue cannot be resolved, parents and students may raise a formal complaint or internal appeal directly with the School. Complaints are required to be in writing and addressed to the Principal's office. Please refer to the SV500 Complaints and Internal Appeals Policy for further information.



During the process for the resolution of any complaint, internal appeal or external appeal, the visa status of the student remains unchanged unless there are extenuating circumstances. The student is still required to complete course work and attend classes. It is at the Principal's discretion if participation in studies will be in class or under a supervised arrangement outside of classes.

Extenuating circumstances include:

- The student refuses to maintain approved welfare and accommodation arrangements.
- The student is missing.
- The student has medical concerns, severe depression or psychological issues which lead the School to fear for the student's wellbeing.
- The student has engaged or threatened to engage in behaviour that is reasonably believed to endanger the student or others.
- The student is at risk of committing a criminal offence.
- The student is the subject of an investigation relating to criminal matters.

The use of extenuating circumstances by Loreto Normanhurst to suspend or cancel a student's enrolment prior to completion of any complaints and appeals process will be supported by appropriate evidence.

International Students may refer to the International Students Ombudsman if they wish to have a complaint investigated externally.

Deferment, Suspension and Cancellation of an International Enrolment

Deferment, suspension, and cancellation of enrolment can affect student visas because it changes the student's enrolment status. Students can visit the DHA website for further information about their visa conditions and obligations.

Compassionate or Compelling Circumstances

Loreto Normanhurst may decide to defer or suspend an International Student's enrolment if there are compassionate or compelling circumstances. These include but are not limited to:

- Medical illness or injury of the International Student or a close relative which requires hospitalisation or impedes activities of daily living. A medical certificate is necessary as evidence that the student is unable to attend classes.
- A mental health condition of the student or a close relative that results in hospitalisation or functional impairment. A medical certificate is necessary as evidence that the student is unable to attend classes.
- Bereavement of close family members such as parents or grandparents.
- A traumatic experience which has impacted the student. These cases, where possible should be supported by police or psychologists' reports.
- Major political upheaval or natural disaster in the home country requiring immediate emergency travel that has impacted on studies.
- Inability to begin study in a program on the agreed starting date due to a delay in receiving an International Student visa.

All applications for deferment or suspension of studies will be assessed on merit by the Principal. The final decision for assessing and granting a deferment or suspension of commencement of studies lies with the Principal.

Deferment or suspension will be recorded on the Provider Registration and International Student Management System (PRISMS) depending on the student's CoE status. The period of suspension will not be included in attendance calculations.

Suspension or Cancellation by the School

Loreto Normanhurst may decide to suspend or cancel an International Student's enrolment for the following reasons:

- Misbehaviour by the student (refer to Loreto Normanhurst's Student Code of Behaviour in Loreto Normanhurst's Student Handbook).
- Failure to pay an amount the student's parents were required to pay the School to undertake or continue the course as stated in the written agreement.
- A breach of course progress or attendance requirements by the International Student.

Suspended students must abide by the conditions of their exclusion from studies which will depend on the welfare and accommodation arrangements in place for each student. Where the student is provided with homework or other studies for the period of the suspension, the student must continue to meet the academic requirements of the course.

Students who have been suspended for more than 28 days are advised to contact the DHA to see if their visa is affected by the suspension.

Loreto Normanhurst will inform students in writing of the intention to suspend or cancel enrolment.

The School reserves the right to review the student's enrolment of students at any time.

Cancellation by Student

If an SV500 student wishes to cancel their enrolment from the School, at least two (2) full term's notice, in writing, must be given to the Principal. The notice should be given no later than the first day of the school term at the end of which the notice expires.

In the absence of the required notice, two (2) term's tuition fees (and boarding fees) are payable.



Transfer Request Between Registered Education Providers

Students under the age of 18 require written permission from a parent or a legal guardian to change registered providers. If you change your registered provider at any time, it is the parent's responsibility to contact DHA to seek advice on whether a new CoE and student visa is required.

Loreto Normanhurst will not enrol an International Student seeking to transfer from another registered provider within six (6) months of their enrolment commencing unless there are exceptional circumstances relating to the registration of the registered provider or the transfer is deemed to be in the best interest of the student as determined by a government sponsor.

A Transfer Request Form is required to be completed and provided to Loreto Normanhurst along with the International Student Enrolment Form. The transfer date for welfare arrangements will be negotiated with the previous provider to ensure there is no gap and no visa breaches until new welfare arrangements are in place.

Students who wish to transfer from Loreto Normanhurst to another registered provider are required to complete a Student Transfer Request for Release Form and outline the reasons for choosing to transfer.

If a release is not granted by Loreto Normanhurst the School will provide a written statement outlining the reasons why the request has been refused and direct the parents to the School's Complaints Handling Policy and Procedure.

Records will be kept of all documentation pertaining to a student's request for release, as well as the School's written reasons for refusing a request. All transfer request outcomes will be recorded in the Australian Government database for International Students.

If you are unhappy with the outcome of your request, you have the right to appeal the School's decision. The School has a documented Complaints Handling Policy and Procedure and Internal Appeals Policy for International Students and their Parents that can be accessed via the Loreto Normanhurst Enrolments Portal.

The International Student Transfer Policy is available on the Loreto Normanhurst Enrolments Portal.

Refunds

If a student visa is refused by the DHA, you will receive a refund from the School, calculated in accordance with the ESOS Act. The Application Fee and Enrolment Fee are non-refundable and non-transferable and will be retained by the School to cover administration expenses.

The School will also retain tuition fees and boarding fees on a pro-rata basis to cover any part of the course already studied, and accommodation provided.

Any refundable student fee deposit will be paid in full within four (4) weeks of receiving your written request. The request will be reviewed and refunded as per the SV500 Refund Policy.

In the unlikely event that the school stops teaching or can no longer offer the relevant course (any time after enrolment), the cost for the proportion of the course not delivered will be refunded in accordance with the ESOS Act requirements, or the student will be placed in an alternative course at no extra cost to you, with the School or another provider. If you choose to accept placement of the student in an alternative course, you must agree to do this in writing.

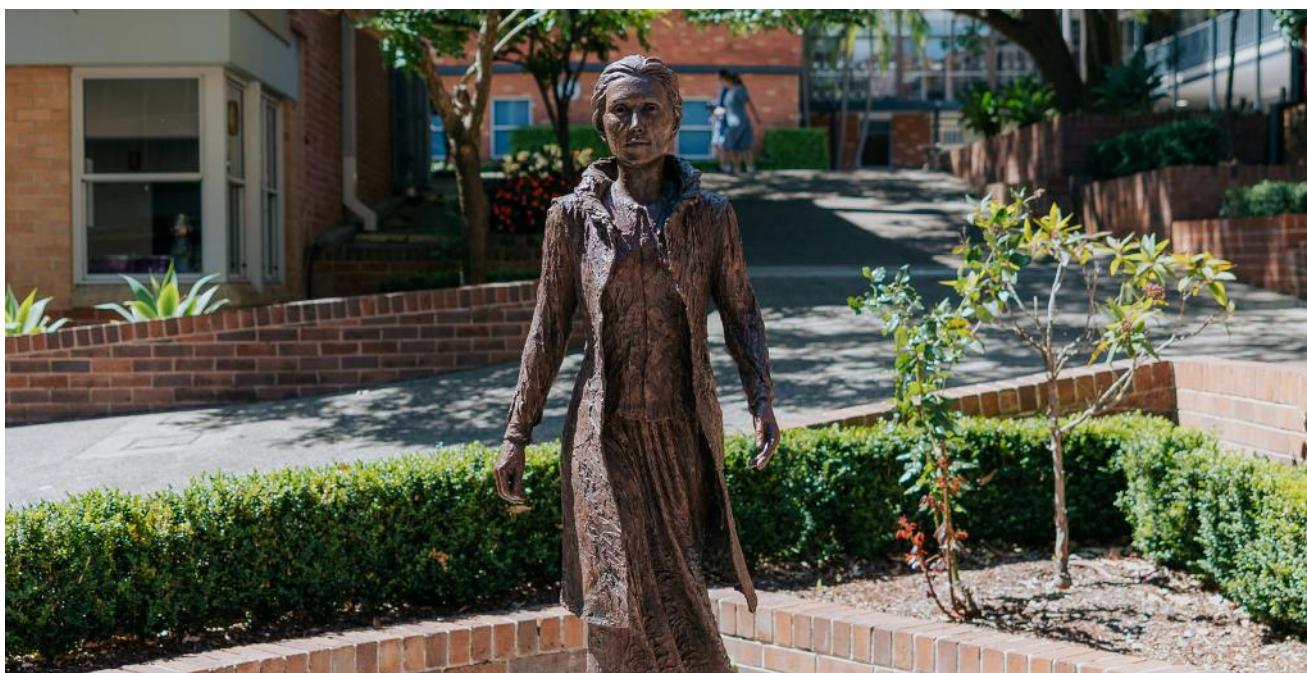
If you wish to suspend, defer, or cancel the student's enrolment, pro-rated tuition fees and the International Student Bond will be returned within four (4) weeks of the School receiving your written request on the Deferment of Commencement, Suspension or Cancellation of Studies form.

If the School Board or Principal believes that a mutually beneficial relationship of trust and co-operation between a parent or guardian and the School has broken down, then the School, the School Board or the Principal may require the parent to remove the student from the school. No refund or remission of fees will apply.

If an International Student changes status and becomes an Australian Resident after the August Census Date, there will be no refund on full fees paid or adjustments made for full fees payable during that year.

Useful Links

Name	Details
Policies and procedures that affect you	Website: loretonh.nsw.edu.au
Your ESOS rights and responsibilities	Department of Education Science and Training (DEST): education.gov.au
ESOS Framework Student Fact Sheet	Website: dese.gov.au/esos-framework/resources/international-students-factsheet
International Student Health Cover (OSHC)	Website: health.gov.au/resources/collections/overseas-student-health-cover-osch-resources
Department of Immigration and Citizenship	Website: homeaffairs.gov.au
Preferred Providers: ELICOS - Guardian	Website: asqa.gov.au/esos-providers/english-language-courses-elicos



International Student Compliance



General Compliance

Loreto Normanhurst complies with all legal requirements related to International Students, including the:

- ESOS Act 2000
- ESOS Regulations 2001
- National Code of Practice for Registration Authorities and Providers of Education and Training to International Students (The National Code 2018)
- Australian Consumer Law

The ESOS Framework

The Australian Government provides protection for International Students through the ESOS Act and the National Code 2018 which are designed to ensure quality education, tuition protection and integrity of the student visa program. Loreto Normanhurst has agreed to the requirements that are outlined in legislation as a Commonwealth Register of Institutions and Courses for International Students (CRICOS) registered provider.

As an International Student on a student visa you are required to study with a CRICOS registered provider which provides a guarantee that the course and the School meets the high standards of education and welfare necessary to provide assurance and comfort for the student and their parents/guardians.

As an International Student on a student visa, you benefit from Australian law in the following ways:

- You are offered a high standard of education, facilities, and support services while you are in Australia.
- You have rights to information about your course and the education institution that you wish to study with before and during your enrolment.
- Financial protection in the case that your chosen education institution does not deliver what has been promised.

Your Rights

The ESOS Framework protects the rights of International Students including the rights:

- To receive current and accurate information about the courses, entry requirements, all fees, and modes of study from your education institution and your education institution's agent. Students under the age of 18 years of age will only be granted a visa if there are suitable arrangements in place for their accommodation and welfare.
- To sign a written agreement with your education institution before or at the time you pay fees. You do not have to pay the education institution any money or fees until you accept the agreement.
- To seek a refund in certain situations for course money you have paid. Information about refund arrangements must be included in your written agreement.
- To get the education you paid for. The law includes tuition protections that will allow you to be placed in another course or receive a refund if your education institution is unable to teach your course (known as a provider default). Visit the TPS website for more information;
- To access complaints and appeals processes; and
- To request to transfer to another education institution and have that request assessed by your education institution.

Your Responsibilities

As an International Student on a student visa, you have the responsibility to:

- Comply with your student visa conditions.
- Maintain your International Student Health Cover (OSHC) for as long as you stay in Australia on a student visa and maintain a Local Guardian.
- Inform the School if you change your address, phone number, email address or emergency contacts as soon as possible.
- Meet the terms of your written agreement with your education institution.
- Maintain satisfactory course progress and attendance.
- If you are under 18 years of age, maintain your approved accommodation and welfare arrangements.

Information about visa conditions for student visa holders is available on the Department of Home Affairs website.



The Department of Education and Training (Cth DET)

The Department of Education and Training is responsible for:

- Administering the ESOS Act and associated ESOS Framework instruments
- Managing CRICOS
- Managing and administering the Provider Registration and International Student Management System (PRISMS)
- Overarching policy development
- Monitoring compliance with the ESOS Act and the National Code
- Final registration or renewal, compliance monitoring and enforcement decisions as the national ESOS agency for Schools

National Code

Loreto Normanhurst operates under the National Code of Practice for Providers of Education and Training for International Students 2018. The National Code is a set of consistent standards that govern the protection of International Students and delivery of courses to those students by providers registered on The Commonwealth Register of Institutions and Courses for International Students (CRICOS).

Tuition Protection Service (TPS)

The TPS is a placement and refund service to assist International Students whose registered providers are unable to complete their course of study. The TPS ensures that International Students can either:

- Complete their studies in another course or with another registered provider; or
- Receive a refund for unspent tuition fees.

The School is required to pay a TPS levy each year for International Students to meet all obligations as a CRICOS registered provider. The School has notification requirements regarding the amount of the TPS levy under section 26 of the ESOS Act. Under section 108 of the ESOS Act, it is a criminal offence, with a penalty of imprisonment for 12 months, for a person to provide false or misleading information under the notification requirements of section 26. Protection of tuition fees paid in advance by student visa holders is undertaken in accordance with ESOS requirements and the Tuition Protection Service Framework.

In the unlikely event that the School is unable to deliver the student's course in full, the student will be offered a refund of full pre-paid tuition fee the student has paid to date less the non-refundable Application and Enrolment Confirmation fees. The fees refund will be paid to the student within 14 days of the day on which the course ceased being provided.

If the School is unable to provide a refund, the Tuition Protection Service will assist the student to find an alternative course or to get a refund of the student's unspent tuition fees, if a suitable alternative is not found.

Further information is available at education.gov.au/tps.



International Student Ombudsman

The International Student Ombudsman provides a free, independent, and impartial service that can investigate complaints about problems affecting prospective, current, or former International Students. More information is available at ombudsman.gov.au.

Department of Home Affairs (DHA)

DHA manages the administration of the student visa program under the Migration Act and the Migration Regulations. More information is available at homeaffairs.gov.au.



General Information



Contacting the School

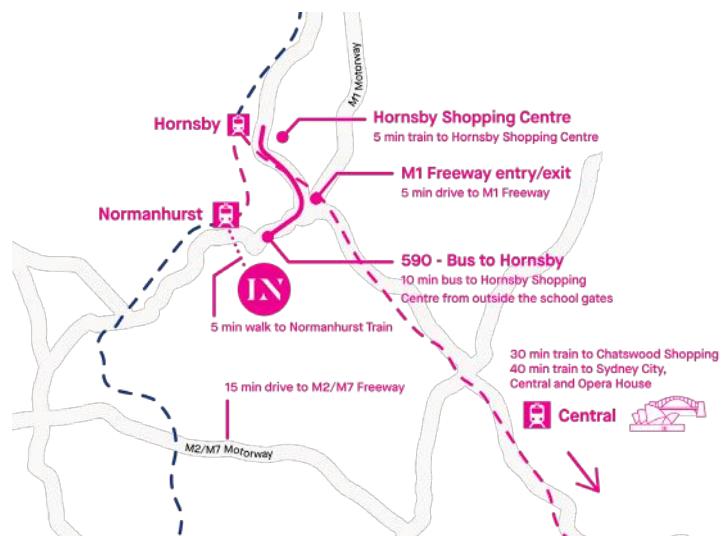
Address: 91-93 Pennant Hills Road, Normanhurst, NSW, 2076, Australia

Website: loretonh.nsw.edu.au

Email: enrolments@loretonh.nsw.edu.au

Phone: +61 2 9473 7300

Location and Travel to and from Loreto Normanhurst



Loreto is conveniently located on Sydney's upper North Shore. The school grounds consists of 25 acres and provides good access to public transport options.

Travel

Rail

Normanhurst Rail Station is located a short 10 minute walk from school and is the main form of transport for local students to Loreto. The trains can access local stations, the city and the airport.

Road

Loreto is located on a main Sydney road that provides access to the city, as well as heading north, south, and west to other areas of NSW and Australia.

From the Airport

Loreto is located approximately 50 minutes from Sydney International and Domestic Airports.

Mobile Phones

The School has policies relating to the use of mobile phones in the Day and Boarding School. School and Boarding Policies are available in greater detail. All boarders hand their phones in at bedtime and they may access them again in the morning once all their chores are completed and they are ready for school. During the school day, all phones remain in lockers. Please call Boarder Reception if you need to contact your daughter urgently. This can be arranged, and support will be provided.

Loreto encourages personal interactions between students, prioritising healthy balance and minimising opportunities for accessing age-appropriate social media sites.

Textbooks

All parents will receive a book list for the year ahead in Term 4. Ordering is done online, and the textbooks will be delivered to the School over the school break for boarding students. Books will then be held by the Boarding School and are delivered to student's rooms upon their return in January.

Uniform

Uniform fittings will be completed at Orientation if in attendance or prior to school commencement if this is suitable. Parents must then label all items with names before their daughter commences.

Alcohol, Smoking & Vaping

Loreto is a non-smoking campus. It is illegal in Australia for persons under 18 to purchase or consume tobacco or alcohol products. Vaping is illegal unless prescribed. The School has an Alcohol and other Drugs policy that students are expected to adhere to. This includes no consumption, sharing or providing of any substance deemed illegal by government regulations.

Electricity

All electrical appliances brought to the School will be tested and tagged to ensure that they are compliant with Australian standards. International Students will require an Australian-approved converter for their plugs.

Passports

All passports are held at Boarder Reception in a secure and locked safe until required.

International Students



We are a community of rich diversity. We welcome students from the Sydney basin, regional, and rural New South Wales, Australia-wide and internationally.

It is our aim to allow our International Students to grow academically and personally and to form lifelong friendships during their time at Loreto Normanhurst. Global citizenship is a key element of our strategic vision – to ensure that all our students grow in empathy for others, build dialogue through sharing perspective and story, and are prepared to contribute to a future Australia and inter-connected world.

This document refers to International Students as those on Student Visa 500 (SV500).

All International Students are required to have a School approved local guardian appointed for the duration of their enrolment who can support the student while they are away from home.

For those students seeking entry on an SV500 visa, entry is limited to boarding places only.

SV500 International Students may enrol at Loreto Normanhurst in Years 7-10 and special consideration would be given for a Year 11 entry.

Students on Permanent Resident (PR) or Temporary Resident (TR) visas have the option of Year 5-11 as day or boarding students.



91-93 Pennant Hills Road
Normanhurst, NSW, 2076
Australia

loretonh.nsw.edu.au

enrolments@loretonh.nsw.edu.au

1800-LORETO

International Students
Handbook 2026



**Loreto
Normanhurst**