

Right School Right Place Update 2023: Instructions

- Existing schools** - before completing this form please review your school's existing RSRP profile. You can find your school's existing profile in the 2021 RSRP FULL GUIDE available at <https://www.study.vic.gov.au/Shared%20Documents/en/Right-School-Right-Place-FullGuide.pdf>
- Newly accredited schools** – you may wish to review the school profiles in the 2021 RSRP FULL GUIDE to provide an indication of what key information you should include about your school. The 2021 RSRP FULL GUIDE is available at <https://www.study.vic.gov.au/Shared%20Documents/en/Right-School-Right-Place-FullGuide.pdf>
- Please fill out this form electronically and save as an Adobe Acrobat file.
- Please do not write on this form by hand.
- Prior to sending this form to the International Education Division, please refer to the Checklist at the end of this document to ensure you are providing all necessary requirements.
- Please note that due to feedback received, *Values* will now replace the *Awards* section.
- Email your completed form to Tahlia Warn, International Education Division, at international.marketing@education.vic.gov.au by **5pm Tuesday 31 May 2022**.

School summary details

School name		Telephone	
		Fax	
Region	Regional: East Regional West Regional	Metropolitan: Southern Eastern Western Northern	School Email
			School website
Address			
Street address, Suburb, Postcode		Dress	
Distance from Melbourne city centre	xx km	Cost of uniform	
Principal name		Cost of homestay per week	
International student coordinator name		Junior high school enrollments	Yes No
Number of students	School gender	Number of international students	

School overview (please limit to 60-70 words)

Retain our school's existing RSRP listing for this section

Example:

xxx is located in spacious grounds eight kilometers from the CBD and provides excellent opportunities for students to gain a truly international experience. Our broad curriculum offers two pathways for students: the academic pathway including science, mathematics, commerce, technology and the arts, and the pathway to TAFE or work via our VCAL & VET programs. Skilled staff at our on-site language centre help students meet the English requirements of secondary education. The school has strong ties to xxx university.

Features of the local area (please list up to 3 bullets; 10-12 words per bullet)

Retain our school's existing RSRP listing for this section

Examples:

- Natural features
- Urban features
- Close to shopping centre

Languages taught (please list up to 6 bullets)

Retain our school's existing RSRP listing for this section

Examples:

- Auslan
- Japanese
- Indonesian
- French

Special programs (please list up to 6 bullets; 10-12 words per bullet)

Retain our school's existing RSRP listing for this section

Example:

- Experienced international Chinese and Vietnamese program assistants
- Mentoring with local university
- Access to teaching facilities at local university

Intensive English Language classes (please advise if this is onsite, or how far it is located from school)

Retain our school's existing RSRP listing for this section

Example:

Provided at English Language School onsite/or located within xxkm

Student support services and programs

(please list up to 6 bullets; 10-12 words per bullet)

Retain our school's existing RSRP listing for this section

Example:

- Three specialist international student tutors
- Part-time psychologist
- Careers resource centre
- Peer support program

Extracurricular activities

(please list up to 6 bullets; 10-12 words per bullet)

Retain our school's existing RSRP listing for this section

Example:

- International student camp and tour program
- Surf safety training

Sports offered

(please separate with comma)

Retain our school's existing RSRP listing for this section

Example:

Athletics, Australian Rules Football, Basketball, Hockey, Soccer, Table Tennis, Volleyball

School Values

(please list up to 3 bullets; 10-12 words per bullet)

This is a new section. Please ensure you provide up to date information.

Examples:

- Integrity
- Excellence
- Resilience

Student testimonial (from a past or current student, please limit to 45-50 words)

Retain our school's existing RSRP listing for this section

- Example:
- 'On my first day, I remember everyone around me being so friendly. We spent the whole day chatting and exchanging information about culture and people, and the after-school ESL class also provided enormous improvement to my English.'
- – Khai Mih Ngo, xxx school, from Vietnam and current Pharmacy student at Monash University

Parent testimonial (from a past or current parent, please limit to 45-50 words)

Example:

- 'xxx school's positive academic reputation, accessibility and on site English learning Centre were some of the factors I considered when choosing the school. The staff went above and beyond to help my child transition and assimilate into Australian life with ease.'
- - Mei Zhao

School Principal quote (please limit to 45-50 words)

Example:

- xxx school welcomes overseas students from all around the world. We offer a rigorous academic program with a particular focus on science, technology, engineering and mathematics for Years 10-12. xxx school provides an inclusive learning environment which facilitates the best possible outcome for all students.'
- - Sarah Lang, School Principal

Three reasons for international students to choose your school (please list up to 3 bullets; 10-12 words per bullet)

Retain our school's existing RSRP listing for this section

Examples:

- Spirit of cooperation and belonging among staff and students
- Small school offering personalised experience
- Large multicultural campus
- Attractive school grounds close to native flora and fauna
- An award winning musical school
- New science facilities opened in 2016

Additional marketing material (please provide additional marketing material to be included on our website. Video URLs from Youtube or Vimeo, photos, school prospectus, brochures etc.)

Video URLs

Dropbox link for collateral: <https://bit.ly/39fdO6X>

- Please deposit your marketing material into your allocated school folder in the Dropbox.

Checklist

Please supply via email: All schools

Completed School Profile template (this document)

Completed VCE/VET Subjects Offered template (Excel document)

Uploaded additional videos/imagery and marketing material to the Dropbox link

New listings or schools that wish to have their logo or images updated from current RSRP

Two photos of your school/students. These should be in high resolution (min. 300dpi) TIF or JPG format.

We recommend submitting photos that best illustrate your key points of difference (eg. music program, new science laboratories, sports clubs etc.)

School logo in .EPS or .AI file format

Any questions, please contact

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International Education Division
Department of Education and Training