

Global Engagement

Department of Education International

Chaperones: Eligibility Requirements for Saitama Global Student Program



Chaperones must:

- Be an Australian citizen, permanent resident of Australia or a New Zealand citizen residing in Australia.
- Be a fully registered teacher at a Queensland state school.
- Be permanently employed at the time of application and program delivery.
- Be willing to disclose personal information where required for travel and health insurance purposes, and provide a doctor's certificate stating that they are in good physical and mental health and fit for international travel, in accordance with the terms of cover under the Group Medical Conditions (group policies) listed by [GoSafe Travel Insurance](#).
- Have (or be willing to obtain) a current and valid passport with at least six months' validity from the date of return to Australia.
- Have (or be willing to obtain) a First Aid Certificate, including CPR.
- Abide by the [International School Study Tours Supervising Teacher Agreement](#), the [Official International Travel for Business and Professional Development Procedure](#), the [Code of Conduct for the Queensland Public Service](#) and the Department's [Standard of Practice](#) during the tour.
- Be willing to abide by the laws of the country they visit.
- Be willing to abide by the rules and conditions of the program, including those of the host school, and participate in all activities that form part of the program.
- Be willing to appropriately represent Queensland as a teacher ambassador.
- Be willing to accept General and/or Lead Chaperone responsibilities, including:
 - General Chaperone: Support pre-program activities, prepare program documentation, liaise with students and Parents/Guardians, ensure student welfare and complete post-program tasks.
 - Lead Chaperone: In addition to the General Chaperone duties, manage travel advances and financial acquittals, liaise with international partners and the Department, and oversee risk management during the program. The Lead Chaperone must have prior experience leading student groups.
- Be available the day before and after the selected travel dates to supervise the overnight accommodation of regional students, as required.
- Be available to supervise regional students arriving in and departing from Brisbane on the program's selected start and end dates.
- Be available to travel to Japan in September 2025.
- Have Principal endorsement to submit an application.
- Submit an application by 5:00 pm on the closing date via the Online Application Portal.