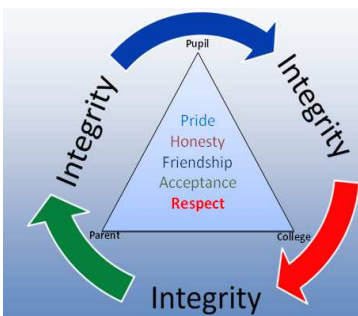




## *Boarding Information*

for  
Parents and Pupils



*Private Bag X9909*

*White River 1240*

*email: [college@uplandscollege.org](mailto:college@uplandscollege.org)*

*Website: [www.uplandscollege.org](http://www.uplandscollege.org)*

**Telephone: (013) 751-3141 / 3816 Facsimile: (013) 751- 3850 / 086 734 7310**

## The Uplands Boarding Experience

Boarding life is a very special part of what Uplands College has to offer. The staff aims to create a caring and disciplined, home from home atmosphere. Please do not hesitate to contact the boarding staff if you have any concerns or queries.

The Housemaster / mistress in each house will be on hand to welcome students back to school at the beginning of each term from 13:00 to 17:00.

### STAFFING

#### SENIOR STAFF FOR 2010:

Dial 013-751 3141 then the ext no.

Head of Boarding:	Mr C O'Connell	Cell	084 610 4388
Head of College Boarding House	Ms Johanna Cerisier		ext: 203
Head of Founders Boarding House	Mr Albert Pienaar		ext: 218
Head of Bishop Coed Boarding House	Mrs Jane Curtiss		ext: 220
Head of Bishop Boys Boarding House	Mr Carl O'Connell	Cell	084 610 4388

#### BOARDING STAFF:

<b>College House</b>	Ms Johanna Cerisier		ext: 203
	Mr Oane and Mrs Kiara Visser		ext 227
	Mr Viktor Kurz		ext 226
	Ms Petra Jerling		ext 230
<b>Founders House</b>	Mr Albert and Mrs Riana Pienaar		ext: 218
	Mr Patrick Smith		ext 216
	Mr Norwell Zhakata		
	Mr Eddie Prideaux-Brune		
<b>Bishop House</b>	Mr Dave and Mrs Jane Curtiss		ext 220
	Mr Gareth Weinrich		ext 217
	Ms Katie Nottingham		
<b>Bishop Boys House</b>	Mr Carl O'Connell	Cell	084 610 4388
	Mr Herman Kruger		
	Mr Shaun van der Merwe	Cell	082 963 2864

## GENERAL RULES FOR BOARDERS

With more than 220 boarders living on campus, it is critical that all residents are respectful, considerate of others and cooperate fully with all the staff. Here are some of the basic guidelines that make for harmonious living. These should be read in conjunction with the Uplands College Code of Conduct, which is applicable throughout.

1. The daily routine of the house is the basic rule and must be adhered to by all boarders.
2. Each boarder is responsible for tidying their room and their bed prior to morning roll call.
3. The boarding houses are out of bounds during the course of the school day, with the exception of the time required to change for the afternoon programme.
4. Attendance is compulsory at all meal times unless the duty staff member has granted prior permission.
5. The ordering of takeaways is only permitted on weekends, delivery not later than 19h30 and not at mealtimes.
6. Entry to a fellow boarder's bedroom, without permission, is forbidden.
7. Weekend lists and meal lists must be entered timeously.
8. Exeats will only be granted providing permission is requested, on the prescribed form, by the preceding Wednesday.
9. Showers may only be used at the designated times. Should there be a valid reason to shower at any other time; permission should be requested from the staff member on duty.
10. Television may only be watched at designated times. Failure to adhere to this rule will result in the forfeiture of this privilege.
11. Boarders must not remove cutlery or crockery from the dining room for use in the boarding house.
12. Visitors, other than parents and siblings, may only visit in the common room.
13. Cell phones may only be used during designated free time.
14. **Any item of value must be locked in a SAFE in your personal cupboard, which is to be purchased by yourself, as mentioned on page 10.**

### Unfavourable weather conditions for sport during the week

Please take note of the following:

- All indoor activities will continue
- Day scholars involved in cancelled sports can go home
- Boarders to report to the teacher responsible for their activity
- No boarders are allowed to return to hostels under any circumstance

## CLOTHING AND EQUIPMENT

### BOARDING REQUIREMENTS FOR BOYS

- 2 x pairs pyjamas
- 1 x pair slippers
- 5 x Uplands white golf shirts
- 2 x pairs bottle green shorts
- 2 x pairs tracksuit pants (bottle green/navy blue)
- 1 x sponge bag (with sponge, toothbrush, toothpaste, shampoo, nail brush, brush and comb)
- 1 x tin foot powder and nail clippers
- 1 x duvet and 2 x duvet covers
- 2 x fitted sheets
- 2 x pillowcases
- 1 x pillow
- 4 x towels (2 for showering and 2 for swimming)
- 1 x warm rug (winter only)
- 1 x shoe cleaning kit

- 8 x coat hangers
- 1 x small weekend bag or suitcase
- 1 x raincoat (Dri-Mac)
- 1 x Torch (It is essential that all boarders own a torch as thunderstorms result in power failures)
- 1 x Padlock for cupboard
- Sleeping bag for Grade 8 campout held in January (first week after school opens)

### **BOARDING REQUIREMENTS FOR GIRLS**

- 2 x pairs pyjamas/nighties
- 1 x pair slippers
- 1 x dressing gown
- 5 x Uplands white golf shirts
- 2 x pairs of bottle green shorts
- 2 x pairs tracksuit pants (bottle green/navy blue)
- 8 x coat hangers
- 1 x shower cap
- 1 x sponge bag
- 1 x sponge, toothbrush, brush and comb, hair clips, bobbles and bands (dark green, navy blue or black)
- 1 x warm rug (winter only)
- 1 x small weekend bag or suitcase
- 2 x pillowcases
- 1 x pillow
- 2 x fitted sheets
- 1 x duvet and 2 x duvet covers
- 4 x towels (2 for showers and 2 for swimming)
- 1 x raincoat (Dri-Mac)
- 1 x Torch (It is essential that all boarders own a torch as thunderstorms result in power failures)
- 1 x Padlock for cupboard
- Sleeping bag for Grade 8 campout held in January (first week after school opens)

### **CLOTHES MARKING SYSTEM:**

Permanent Marking Kits are recommended for each child, they are cost effective and are not time consuming. They may be ordered directly from:

1. U Name It, their contact details are: email: [unameit@ustampit.co.za](mailto:unameit@ustampit.co.za), Tel: (031)-7655990, Fax: (031)-7654021.
2. LuvMyStuff iron on labels: Tel: Marina on 072 796 4692

***EVERY ARTICLE INCLUDING SHOES MUST BE CLEARLY MARKED WITH YOUR CHILD'S NAME and LAUNDRY NUMBER.***

### **UNIFORM STOCKISTS**

Uniforms are available from **Monkey Apple** clothing shop based at Uplands Prep, White River. Contact **Mada Zietsman 083 3796 188** Email address [mada@colinzietsman.co.za](mailto:mada@colinzietsman.co.za)

Trading hours: Monday to Thursdays 07h30 — 16h00 (Closed between 9h00 – 11h00)

Fridays 07h30 — 14h00 (Closed between 09h00 – 11h00)

Saturdays, Sundays, holidays closed (by appointment only). It is advisable for first time purchasers to make an appointment to kit out the full uniform. Should your child have any special fitting requirements, please allow a minimum of three months for stock delivery.

### **LAUNDRY**

#### **LAUNDRY BAG**

The laundry operation necessitates that each pupil has a laundry bag (+/- Continental pillow case size), which is clearly marked with your child's name and laundry number.

**"Delicate bags"** are required for underwear and socks. Damaged (holes) delicate bags are

**NOT** to be used, as smalls fall through the bag, and items can go missing amongst other laundry.

All **valuables should be removed** from pockets prior to sending washing to the laundry.

### **LAUNDRY BOOKS (carbonised in triplicate)**

Each boarder is required to have a book, whereby all laundry to be washed is recorded into the book. First-time boarders receive a free laundry book, thereafter the cost is **R60**. Books may be obtained from the House Masters.

Boarders have their Uplands uniform items laundered at Uplands College.

1. These slips must be filled in properly, recording all items sent to the laundry.
2. Laundry without these slips will not be accepted
3. Unmarked items will not be washed.

All laundry must be checked on receipt. Any discrepancies or problems, must be noted and recorded with the laundry staff on duty immediately, and the laundry staff will follow up the matter.

### **EVERY ARTICLE OF CLOTHING MUST BE CLEARLY MARKED WITH:**

- **YOUR CHILD'S NAME**
- **LAUNDRY NUMBER**

**Boys:** Monday, Wednesday (and Friday if the Boarder is staying in)

**Girls:** Tuesday, Thursday (and Saturday if the Boarder is staying in)

### **Collection times:**

Monday to Thursday 16h30—17h00

Friday 15h30—16h00

Saturday (laundry handed in on Saturday, i.e. Girls only—collect their laundry on Sunday after breakfast).

Laundry will be returned only to the owner. No laundry will be given to friends.

***Should there be a problem with the laundry, please bring it to the attention of Head of Boarding immediately.***

### **TERM BEGINNING AND END ARRANGEMENTS:**

#### **First day of Term Arrangements:**

**All boarders are to be back in time for roll call on the date given, which will be the day before school starts.**

If for some reason a boarder cannot be back in time the head of the boarding house must be informed at the earliest possible convenience. All boarders may be dressed in casual clothing on departure and arrival at Uplands College. Under no circumstances may casual clothing be mixed with items of prescribed uniform.

#### **Last Day of Term Arrangements:**

Pupils are normally allowed to leave at 12.00 noon on break up day AND NOT BEFORE. Parents are earnestly requested not to seek permission for pupils to leave school before the official break-up time, as this becomes disruptive to the academic programme.

### **TRAVEL ARRANGEMENTS:**

An Uplands minibus will be arranged at the end of each term to Oliver Tambo Airport bus terminal in Johannesburg. Arrival time is around 5pm. Cost is about R300 (one-way). Payment in advance will be required, in order to secure the booking.

Should a pupil need to catch a flight or bus from Nelspruit to their home, **parents are to call Di Smit (front office) or Carl O'Connell to see if it's possible for the school to assist.**

### **BUS BOOKINGS:**

**Gauteng** bus services:

- Uplands has a Quantum vehicle to transport pupils to Gauteng at the end of each term,
- City Bug Bus 013 753 3392 from Nelspruit
- Lowveld Link 013 750 1174 from White River

**Swaziland** bus for weekends: Ntwanano Services : Sertorio Mshothola 082 970 9188  
Wilma Mason 002687 6027009 contact person for booking with  
Lowveld Link

**Mozambique** bus for weekends: Sertorio Mshothola 082 970 9188

Horacio da Silva 00258 844054250 [horacio.dasilva.mz@gmail.com](mailto:horacio.dasilva.mz@gmail.com)

**Advance payment to the relevant bus company needs to be done to ensure the booking for your child.**

### **CHAUFFEUR SERVICES To Nelspruit/Kruger Mpu Int Airport:**

Ntwanano Services : Sertorio Mshothola 082 970 9188

Jereh Shuttle Service: Iona 013 752 8564, Cell 0823783614

Clifford's Shuttle Service: Clifford Cell 078 4799 328

Celia the taxi driver 074 472 4451

**FLIGHT BOOKINGS:** Should you need flight quotes for tours or personally, please contact Colleen from Travel Today in Nelspruit, she will try to get you the best prices and options possible.

Travel Today Nelspruit

Contact: Colleen Mancos

Tel: 013 7552146

Fax: 013 7554298/0866778055

Email: [colleen@traveltoday.co.za](mailto:colleen@traveltoday.co.za)

### **EXEATS AND SIGNING OUT ARRANGEMENTS**

The boarding houses will be closed over **all "exeat" half terms and long weekends**. Parents are to ensure that arrangements have been made for these weekends, as there are no staff members or caterers on duty during these times.

Boarders are required to stay in during the first weekend of the year.

Boarders are permitted to be away from the College from closing time on Friday until 17h45 on Sunday evening or 07h15 on Monday morning.

**Sports fixtures or any other official commitment to a school activity will always take precedence over a weekend away.**

Should a boarder wish to go out over a weekend, with anyone other than the parent, permission must be sent to the head of the boarding house in writing, by no later than 18h00 on the preceding Wednesday. ***Failure to adhere to the above may result in the pupil staying in for that weekend.***

When going on weekend exeats, boarders must ensure that, not only has the appropriate permission been received but that, an adult signs them out in the appropriate manner. Failure to adhere to this will result in forfeiture of their next exit.

Boarders may remain at Uplands over all the weekends during the term with the exception of half terms and compulsory exeat weekends. All boarders are to be collected at the date and time as printed on the term calendar.

# ROUTINES FOR BOARDERS

## DAILY ROUTINE

6.00 a.m.	Wake up
6.30 a.m.	Room check, Roll call and Uniform check
6.45 a.m.	Breakfast
7.15 a.m.	Exit Boarding Houses
7.20 a.m.	Lock-up
2.30 p.m.	Return to Boarding Houses to change
2.45 p.m.	Lock-up. All boarders out.
4.30 p.m.	Return to Boarding Houses for free time
4.30 - 5.45 p.m.	Shower time for all
5.45 - 6.00 p.m.	House Meeting and roll call
6.00 p.m.	Dinner
7.00 – 7.45 p.m.	Prep
7.45 – 8.00	Prep question time and break
8.00 – 8.45 p.m.	Prep
9.00 p.m.	Reflection time/quiet time/read Bible
9:10	Lights out for Grade 8 and 9
9:10 pm	Extra Prep / Reading / Silence to be maintained (Gr 10, 11, 12)
9.30 p.m.	Lights out for Grade 10 and 11
10.00 p.m.	Lights out for Grade 12

## WEEKEND ROUTINE

### Friday:

1.15 p.m.	Lunch
1.30 p.m.	Return to Boarding Houses to change
6.00 p.m.	Dinner and roll call
7:30 p.m	
8.00 p.m.	Entertainment (TV, videos, games, DVD's etc.)
10.00 p.m.	Lights out.

### Saturday: (varied for sporting weekends)

8.00 a.m.	Wake up
8.30 a.m.	Breakfast
1.00 p.m.	Lunch and roll call
6.00 p.m.	Dinner and roll call
7.00 p.m.	Entertainment (TV, videos, games, etc.)
10.00 p.m.	Lights out.

### Sunday:

8.30 a.m.	Wake up & breakfast
9.00 am	Possible church trip
1.00 p.m.	Lunch and roll call
5.45 – 6.00 p.m.	House Meeting and roll call
6.00 p.m.	Dinner
7.00 – 7.45 p.m.	Prep
7.45 – 8.00 p.m.	Prep question time and break
8.00 – 8.45 p.m.	Prep
9.00 - 9:10 p.m.	Reflection time / quite time / read Bible
9:10 p.m	Lights out for Grade 8 and 9
9:10 p.m.	Extra prep / Reading / silence maintained for Grade 10, 11 and 12
9.30 p.m.	Lights out for Grade 10 and 11
10.00 p.m.	Lights out for Grade 12

Most weekends include one or another formal school activity. This includes supporting the school sports teams, which play on most Saturdays. During free time on weekends pupils have the opportunity to swim, watch TV, play tennis, touch rugby, volleyball, watch DVD's, ride horses etc

Occasionally, pupils are invited to participate in formal outings such as visits to the Kruger Park, "Kloofing". hiking, sailing, mountain biking, rock climbing, trips to the local mall etc. With all this on offer pupils often regard Uplands Boarding a "Holiday from Home" environment.

During the course of most weekends pupils are offered the opportunity of popping into White River (with a duty staff member) to draw cash or purchase their necessities.

## **WORSHIP**

As a College community, we worship together every Thursday at Chapel. Sunday worship in the church of your choice is optional, but appropriate arrangements must be made with the head of the boarding house. Regrettably, requests to attend church services that impinge upon the Sunday evening prep session, cannot be considered. Any queries with regard to our Christian worship should be addressed to our Chaplain, Rev Terry Mitchell.

## **PREP SESSIONS**

The prep sessions are compulsory. Prep is interfered with only for official Uplands College functions or if a parent takes **their** child out of prep for the evening. Friends are not permitted on such excursions. Prep sessions will be strictly adhered to. They are supervised and should remain quiet throughout these designated times.

Grades 10 & 11 are expected to do additional work between 9.00 and 9.30 p.m. and the Grade 12's are encouraged to work until 10.00 p.m. Although certain times have been assigned for prep the onus is on each pupil to ensure they manage their time accordingly. Should a pupil have worked consistently during prep and not completed their work, they may request extra lights.

Use of laptops is restricted to academic work only. NO use of cell phones during prep.

## **MEDICAL CARE AND INFORMATION**

The school nurse responsible for the overall medical care of pupils are Mrs Elsa Clarke (078 457 3761 cell) Please do not hesitate to contact her by cell or email if you have any medical related enquiry.

[eclarke@uplandscollege.org](mailto:eclarke@uplandscollege.org)

### **FORMAL SICK PARADES**

Monday to Friday 07h00-07h30

Break time

Lunchtime

Monday to Thursday 17h00-18h00

Saturdays after breakfast

Sundays 17h00-18h00

Between the above times, pupils may call cell number **078 457 3761**

by students who have permission from their teachers,

by school secretaries

by teachers and sports coaches

by any staff member

**who may need EMERGENCY medical assistance**

Should your child be ill, they must report to the sickbay hut after breakfast where they will be seen by one of the school nurses. If the pupil is excused from attending school they will return to their own room in boarding. Parents will be informed and meals and medication organized for the sick pupil. Records of all pupils seen and medication given are kept in a medical register. On weekends, boarders who are ill or injured must speak to their staff member on duty who will call a school nurse if it is necessary.

Should your child require a doctor's appointment, it will be made by the school nurse. If a parent requests a doctor's appointment for their child, they are to please liaise with the school nurse. Parents will be notified before an appointment is made. Routine dental, orthodontic, eye checks and any non-urgent appointments should be made during the school holidays. In the case of emergencies, the Nelspruit Medi-clinic will be used. Arrangements regarding administration of personal medication may be made with a school nurse.

**Please ensure that you have sent a copy of your medical aid card (both sides) for your child, and any future changes to medical aid details be relayed to the Admin office.**

### **Payment**

Please be reminded that payment of doctors must be made by the parents directly to the doctor concerned, if it is not covered by medical aid. This can either be done by internet transfer or for your child to have a debit card and to make the payment at consultation. Medication prescribed must also be paid for in cash if not covered by medical aid.

Should a staff member be unavailable to transport the pupil concerned, a taxi will be ordered and the school account debited accordingly.

### **POCKET MONEY**

Parents should provide their children with sufficient pocket money appropriate to their needs (photocopying; tuckshop, recharge vouchers, etc). Large sums of money should be given to the head of the boarding house for safekeeping. Pupils should have a bank card which enables swift transfer of cash, should the pupil require extra funds during term-time. In unusual circumstances the pupils will be given the opportunity to go to an ATM on a Friday afternoon.

### **MUSIC CENTRES, I-PODS & SIMILAR EQUIPMENT**

Although music centres are allowed they should be small in size. The use of music equipment is limited to leisure time and the use of headphones is compulsory, ensuring the respect of privacy in the boarding houses.

### **BICYCLES, CARS AND MOTORBIKES**

A Boarder may only keep a vehicle on campus with written permission from the Deputy Headmaster and the vehicle will be for the sole purpose of transport to and from home for weekends and holidays.

It is important that all car and motorbike keys are left with boarding staff. No pupils are allowed to be transported without written permission.

Pupils are allowed to have a bicycle at school for use on the property or on supervised cycles. It is suggested that a chain and lock are bought to secure the bicycle. **It is strongly recommended that pupils riding bicycles wear helmets.**

### **PERSONAL COMPUTERS AND LAPTOPS**

Please note that the size of a personal computer is impractical for use and storage within the space available to boarders. Boarders may, however, keep a laptop in the boarding house. The Information Technology centre is very well equipped and it is not necessary for a scholar to have his or her own personal computer.

### **Wireless Network**

#### Guidelines for Parents and Pupils

Since the beginning of 2005 the College has been installing and testing a wireless network that will cover the entire campus. In concept, a compatible computer can be used anywhere on campus to access the Uplands computer network, much like a cell phone can access a cell network.

#### What equipment will you need?

You will need a laptop or notebook computer. Due to the restriction of space and the security aspect in the hostel, no desktop computers will be permitted. The computer must be wireless ready with 802.11g network capability. If you are unsure if your computer is the correct type, ask the network administrator, Mr Dave Curtiss.

#### How do you gain access?

Once you have a compatible computer you will be required to purchase a licence for the Trend antivirus software, which protects the College network. It is an annual licence and can be purchased from the College for R600. This is an unfortunate, but non-negotiable requirement. Existing anti virus software must be uninstalled.

Once the machine is capable of connecting and the virus software paid for, a booking can be made with the school network administrator, to connect it to the network.

The initial setup will be free of charge. The network administrator will ensure that:

- The computer can see the network.
- Internet and email can be accessed on the computer.
- The pupil can access their folder on the server

The College cannot undertake physical repairs to machines. Physical repairs to machines cannot be undertaken by the College. If there are any technical issues with a machine, please contact Mr David Curtiss for IT support referral.

#### Who may access the network?

The network will only be available to enrolled pupils at the College, the connection will be available for the duration of pupils tenure at the College, and is subject to the responsible usage of the entire IT infrastructure as described in the College I.T. policy document.

#### What Security Issues are involved?

1. Physical security. When not in use, the laptop must be locked in the pupil's cupboard. The College cannot accept responsibility for any damage to or loss of computers or associated peripherals.
2. Software. The school's license agreements do not cover the pupils' computers (with the exception of Trend Antivirus) and the school will, therefore, be unable to provide the pupils with any licensed software. The College will require the pupils to have legal software on the computer if it is to be part of the Uplands College network.
3. Access. Each user has a unique username and password. Sharing passwords and usernames is strictly prohibited. The storage or viewing of inappropriate materials on the computers is also strictly prohibited. The school has software installed which endeavours to control the access of the pupils to undesirable content on the Internet. The network also shuts down each evening at an agreed time, usually between 21:00 and 22:00.

### **SMALL COMBINATION SAFE FOR CUPBOARDS**

It is advisable to purchase a small safe with a combination or key lock, to be installed in your child's cupboard. These may be purchased from Game at l'Langa Mall, Builders Warehouse or from any other hardware store of your choice.

The College will install the safe once a jobcard, obtained from the front office, has been completed and handed in to the front office together with the safe, a duplicate key or the combination of the safe in a sealed envelope clearly marked with the pupils name, house and room number.

### **TELEPHONES / CELLPHONES**

Telkom card phones are available, cards may be purchased from the front office. Children may have cell phones and all calling times applying to land lines will also apply to the use of cell phones. It is not necessary for scholars to have cell phones because they may utilise the pay phone when the need arises.

**Please note that the use of cell phones is not permitted during school hours, except at break and lunch times. Furthermore, the College cannot accept responsibility for the loss of cell phones.**

#### **Telephone numbers are as follows:**

Uplands College

Tel: 013 751 3141 / 3816 Fax: 013 751 3850 / 086 734 7310

Founders Boarding House: 013 750 1188 or 750 1054

Bishop Coed Boarding House: 013 750 0509

## **PHONE CARDS / RECHARGE VOUCHERS**

Phone cards may be purchased at any phone card outlet and used countrywide and it is suggested that boarders arrive at school with their own phone card. Phone cards are available from the Secretary for CASH only. The school does not offer account facilities for the purchase of phone cards.

## **TORCHES**

Due to the unreliable electricity supply, particularly during summer storms, it is critical that each pupil brings a reliable torch.

## **NOISE**

The rule in the boarding houses is to keep the noise level to a minimum. Pupils often study outside the official prep times and respect for low noise level should be observed at all times.

## **OUT OF BOUNDS**

Any pupil leaving the College without the permission of the staff member on duty will result in firm disciplinary action being taken. "Bunking out" will not be tolerated under any circumstances, and will be dealt with in terms of the Code of Conduct. The pupils' rooms in boarding houses are out of bounds to day scholars and boarders from other houses. No scholar may enter any of the teachers' residences without the teachers consent. Runs, walks and cycle rides are not permitted off the College estate bounds without staff supervision. Bounds are defined as the area within the boundaries of the school fence and various exit roads.

After dinner, boarders must remain in close proximity of the houses and dining room. The school buildings and any area other side of the road is off limits after dinner.

The campus of Uplands Prep is out of bounds for boarders. Boarders wishing to visit the Prep must carry a valid note from their House duty teacher stating the reason and time of their visit. Boarders who are on training runs may run around the perimeter of the Prep campus.

## **INITIATION OF NEW PUPILS**

It is incumbent upon all pupils to live in an atmosphere of mutual respect. Junior pupils should regard the senior pupils as they would an older sibling, while the seniors should care for junior as they would a younger sibling.

**Initiation or bullying of any sort is strictly forbidden** and be severely dealt with. As part of the right of passage, Grade 8 pupils will refer to Matrics as Sir or Miss. They may be asked to make coffee for their matriculant at breakfast, carry their laundry to the Laundromat in the morning and go to the tuckshop for them after school. Grade 8 pupils are paired up with a matric "buddy", with the expectation that a mutually beneficial relationship develops. Grade 8's may be called upon to assist with simple chores in order to facilitate the orderly running of the boarding houses. These duties will be performed on a roster basis and be administered by the mentors and staff members.

## **TUCK / TUCK SHOP**

All foodstuffs brought to the school must be in suitable containers. A lockable tin or box the size of an average cake tin is preferable. A tuck shop is available behind the Hall, and is open at break times and after school between 4:30 – 5:00. On weekends it is open only on Saturday mornings.

## **FIRE DANGERS**

Fire is a very real possibility in a boarding house. Each boarding house is fitted with fire extinguishers, fire hoses and emergency lighting. Each boarder must ensure they are familiar with the evacuation procedures for their house. In the interest of fire prevention, no electric blankets, kettles, element heaters, heaters, matches, candles, fireworks and other fire hazards

are permitted in the boarding houses.

### **WITHDRAWALS FROM BOARDING**

Grade 12 learners who wish to withdraw from boarding for the last term of the year can only be given a boarding fee remission to the extent of the direct savings to the College.

**One term's notice** must be given to the Finance office, for any boarder leaving the boarding house.