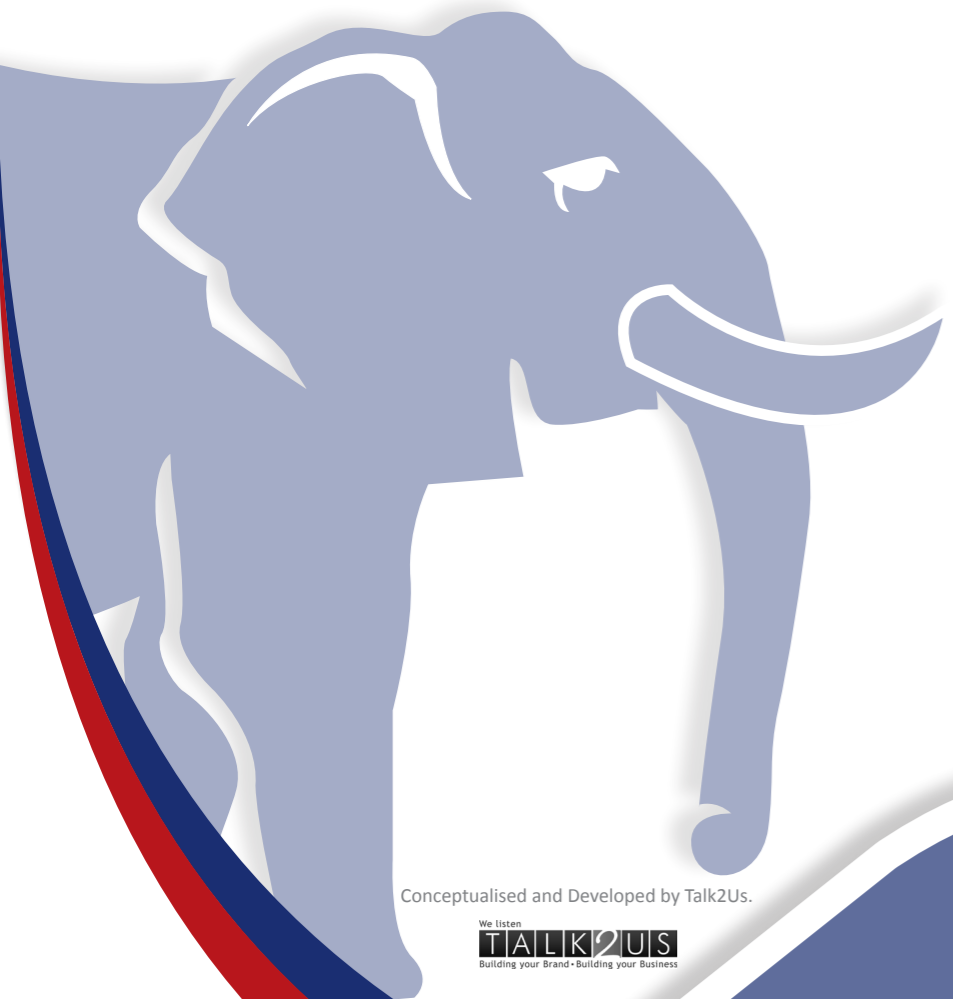
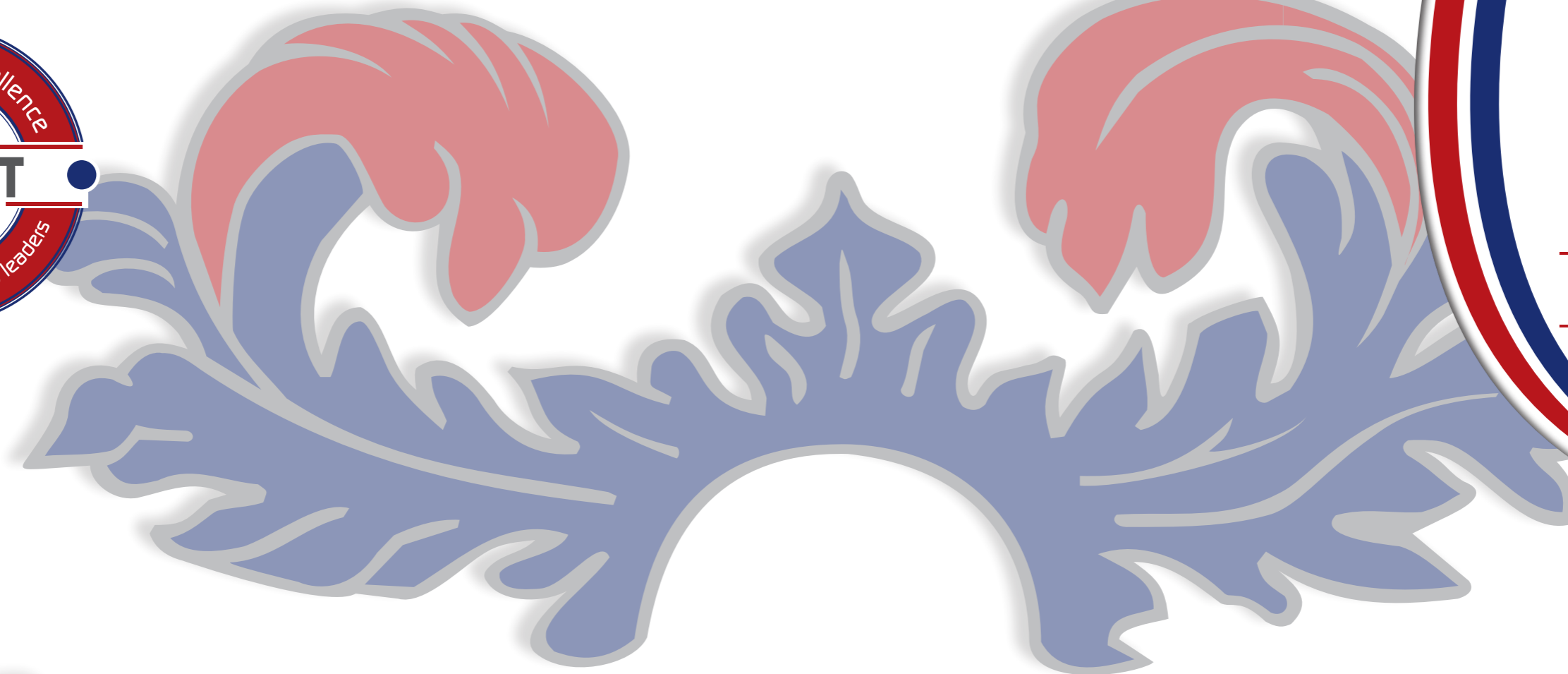




Boarding



Conceptualised and Developed by Talk2Us.





Summit College

Boarding

A MESSAGE TO NEW PARENTS FROM THE HEAD OF BOARDING

Dear Parents

We understand that it's difficult for parents (particularly mothers) to leave their children in someone else's care but I can assure you that you have made a good decision by choosing Summit College. We are looking forward to welcoming your child into our boarding house where we continuously strive to create a home-away-from-home atmosphere.

We have a structured programme during the week which ensures that all boarders attend meals and are supervised and assisted during the compulsory study sessions. It is important to note that although we have these compulsory study/work sessions it is the responsibility of each student to finish any work that is not completed during these sessions.

During selected weekends we like to provide them with a variety of activities and excursions, including Church and visits to the mall.

Individuals' and especially children's rights have come a long way during the past decade and we fully support this. However, growing up means understanding that with rights come responsibilities, and each student must live up to those responsibilities or accept the consequences if they have transgressed any rule that has been put in place in order to ensure the smooth running of the boarding house. A house parent's responsibility is enormous - they are obligated to give your child as much care and respect as possible. In return we expect each child to give their house parent the respect that they deserve.

It is important for parents/guardians to familiarize themselves with our policy for pupils leaving the campus. It is critical that we work together to ensure your child's safety and as a result we will deny your child permission to leave the campus with a person who is not authorised to sign him/her out.

During the first few days at school all the internal rules and regulations will be dealt with in a workshop with the boarders.

I sincerely hope that your child's time with us at Summit will be memorable and fruitful.

Dean Bergstedt
Head of Boarding

Email: dean.bergstedt@summitcollege.co.za
Cell: 071 242 4729



GENERAL BOARDING INFORMATION

CLOTHES AND PERSONAL EQUIPMENT

Boarders must bring the following items when they report to the school at the beginning of the year/term:

- Sufficient clothing for daily wear + pyjamas
- Dressing gown
- Hairbrush
- Raincoat
- Alarm clock
- Bath towel
- Sponge bag and toiletries
- Mosquito repellent
- Bedding (single bed size)
- Pillow, duvet, blankets (2 sets of pillow cases, duvet covers and sheets)
- A permanent marking pen
- Drinking cup/mug
- Torch (in case of power failures)
- Metal trunk (no bigger than 92 cm long x 75 cm wide and 32 cm deep)
- A solid lock to lock the trunk
- You may bring a radio/tape/CD player of an appropriate size but not a hi-fi system

If learners bring valuable items such as designer clothing, laptops, cell phones, digital cameras etc. it is not the schools' responsibility to have those items insured; parents must have those items insured with their personal insurance company.

TRAVEL/TRANSPORT

It is the responsibility of the parents to make any travel arrangements for boarders when required and to ensure that pupils return to school the afternoon/evening before classes commence.

The students travelling to and from other provinces or neighboring countries (whether by bus or air) need to make arrangements well in advance. Your co-operation is requested and we ask that you notify us two weeks in advance (preferably by e-mail):

dean.bergstedt@summitcollege.co.za or
bdean@vodamail.co.za

Upon request the school will organize transport through Airport Link from school to the Airport or Central Bus Station. Parents must personally make arrangements through Airport Link for their children's return to school.

STUDENTS WAITING FOR COLLECTION FROM THE AIRPORT OR CENTRAL BUS STATION MUST TRAVEL IN SCHOOL UNIFORM FOR EASY IDENTIFICATION AND SAFETY PURPOSES. STUDENTS ARE TO WAIT AT THE INFORMATION DESK AND MUST BE INSIDE THE BUILDING AT ALL TIMES.

HOLIDAYS/MID-TERM BREAK

It is compulsory for all students to return home for all school holidays. Please be considerate and collect your child(ren) no later than 16h00 at the beginning of each holiday or mid-term break or arrange for transport if necessary.

STUDY PERMITS FOR FOREIGN PUPILS

It is the responsibility of the PARENTS and not the school to ensure that their children are in possession of the necessary study permits, travel documents etc. Study permits must be obtained in your country of residence at the South African Embassy. The school will provide a letter in support of the study permit application and will endorse the application form.

All passports and return air/bus tickets must be handed in to the Head of Boarding for safekeeping. Passports will be locked in the school safe and can be drawn from the safe only 12 hours before travel. This must not be left to the last minute.

MEDICAL

No pupil is permitted to administer any form of medical treatment to himself or herself without the prior consent of the Head of Boarding. This will only be done on the recommendation of the school doctor. Parents must ensure that their children are not provided with aspirins, antiseptics, dressings, tonics, painkillers, sedatives, antibiotics and similar preparations unless such medicine forms part of a treatment about which the house parent has been informed. Such medicines may not be kept in the dormitories.

The school cannot accept responsibility for the physical welfare of children if the above conditions are not fulfilled.

Details of your Medical Aid Society must be completed on the Medical Form.

Pupils who are ill will be sent to Lonehill Medical Centre (Tel 011-465 2506)

Parents are responsible for the payment of medical accounts.

Medical appointments must be made through the Head of Boarding. Dental treatment and specialist appointments will only be made in the case of an emergency.

Students who become sick at school will be attended to in the Sick Bay and parents will be notified if necessary.

DIETARY REQUIREMENTS

Please note that our kitchen is NOT equipped to cater for Kosher or Halaal meals. Any other special requirements (such as vegetarian meals) should be arranged in advance with the Head of Boarding.

LAUNDRY

A laundry service is provided for boarders, and they are informed about the correct procedures. Duvets and blankets must be washed at home over long weekends or school holidays.

LEAVE SYSTEM

Boarders who wish to leave the campus over a weekend must comply with the regulations which they will be familiarised with. There are, however, certain procedures parents must be aware of in order to make the process easier.

- Complete the permission form. If this is not done, each time your child leaves the property, parents must fax or email a letter to the school at least an hour before the school closes on a Friday (Fax 086 5542122 or email dbergstedt@summitcollege.co.za)
- Duty staff will be available in the staff room between 14h00 and 17h00 for signing out students on Fridays. Thereafter they will be at their homes.
- The person collecting your child will be required to sign the student out and fill in the relevant details after which they will be issued with an exit slip which must be handed in to the security guards at the gate. Without this exit slip the student will not be allowed to leave the property.

POCKET MONEY

To ease the burden of handling cash on the property, we urge you as parents to open a savings account for your child into which pocket money can be deposited and may be withdrawn when he/she goes on a shopping trip. Bank cards can be given to the house parent for safe keeping. "Cashless" cards should be used for all tuckshop purchases.