



Hostel Information Booklet

We believe that the boarding experience at Penryn College is quite unlike any other in the country. The basic concept is similar to that of other boarding houses in that learners at the school stay in a series of houses both on and off the campus, are supervised by School staff members, eat at a central dining hall and have an option of termly and weekly boarding, depending on their particular circumstances. Furthermore, boarders are expected to do supervised prep sessions in the evenings, have set waking and lights out times and are limited in terms of what they are allowed to watch on TV in the evenings. Furthermore, meals in the Dining Hall are outsourced to the professional catering firm FEDICS.

It is what happens outside of these activities that make the boarding houses special.

On the campus itself there are four co-educational weekly boarding houses each accommodating twelve boys and twelve girls in a family-like setting. In addition, there is a termly boarding house which accommodates 16 boys and 16 girls. This ethos is heightened by the attachment of Boarding parent accommodation directly to the common room of each house. Boarding parents are expected to be a full part of the daily existence of boarders, and they eat together with the learners as well as establishing close relationships with them.

Off campus in a separate building there is a smaller single sex hostel for boys. As is the case in the campus, hostel parents share a living space with the learners in a family setting. The close proximity of the hostel gives a similar feel to those on the campus.

Further details are as follows:

Laundry

Sanbonyani Laundry does laundry on a weekly basis for the learners in the hostels at a nominal fee. An average load, which is usually sent off in a pillowcase / laundry bag is about 2kgs.

Medical

Dr Mark Barry is available for consultation at the hostel every morning from 07h15. There is no charge for your child seeing Dr Barry, but **prescription medication and referred specialist consultation is for your account**. Should a learner be too ill to attend school, they will be booked off for the day and remain in bed. Prescribed medicine will be collected from the Riverside and Mopani Pharmacies. There is no cost involved in having an account at either of the Pharmacies, this is essential should your child need urgent medication.

In addition, should you be on a medical aid, **it is important that copies of both sides of your membership card** be handed in to the school office in January as well as the hostel parent.

Cellular Phones

Learners are allowed cellphones in the hostels. However, it must be stressed that the security of your child's phone is their own responsibility and not that of the school. Any learner who disobeys the rules set out regarding cellphone use at school, will have it confiscated and locked away in a safe place for one week.

Items you will need in the hostel, are:

- A study lamp and spare globe
- Coffee cup
- Lock for your cupboard door – with spare key to Hostel parent
- A carpet for next to your child's bed (optional)
- Bed linen and pillow
- Towels
- Own toiletries

Telephone Contact Numbers

College	
Mr Greg Theron:	(013) 758-1182
Mrs Jill Tate:	(013) 758-1182
Bursar's Office:	(013) 758-1182
Facsimile:	(013) 758-1213
e-mail:	head@penryn.co.za

Daily Routine

6:00	Wake Up	19:00 – 19:15	News
6:35	Quiet Time (No talking or music)	19:15	1 st Prep Session
6:45	Leave for Breakfast (Hostels will be locked)	20:15	Break
7:00	Breakfast	20:30	2 nd Prep Session
17:45	Duty Group to report to Dining Hall	21:15	Break
18:00	Supper	21:45	Lights Out

Hostel Rules

“Golden Rules”

- The Penryn College school rules apply at all times.
- No girls may visit boys in the boys' dormitory.
- No boys to visit girls in the girls' dormitory.
- Boarders may not leave the school grounds without permission from their Hostel parent.

General

- Swearing and using God's name in vain are unacceptable.
- No smoking, alcohol or drugs are allowed in the hostels unless medication is prescribed by a doctor. You then need to inform your Hostel parent.
- School uniform, if worn around the hostels, must be worn correctly and in its entirety.
- Rooms must be neat and clean at all times. Clothes must be put away.
- Boarders may not return to the hostels during school hours.
- Your own cup is to be used at evening coffee and tea-time. Cups that are stored without being cleaned will be confiscated.
- Pocket money can be left with the Hostel parents.
- Passports may be left with Hostel parents.
- Music must not be able to be heard in the Hostel parents house. Furthermore music of an offensive nature will be confiscated. Boarding House parents are the sole and final judge in this regard.
- Boarders must be in their rooms, on their beds and silent during quiet times.
- There is no inter-hostel visiting allowed after 19h00.
- Boarders may not have visitors in their room other than their parents. Visitors are to be entertained in the common room.
- Visitors need to be introduced to your Hostel parents.
- Windows should be closed before leaving for the weekend.
- All boarders must return to the hostels by 17:30 on the evening before school starts at the beginning of each term.
- Boarders must request the Hostel parent's permission before switching on the TV.
- No swimming unless supervised by an adult/qualified Life Saver.
- No pets are allowed.
- Please report any problems or breakages in your hostel to your Hostel parent.

Meals

- Attendance at all meals is compulsory.
- Boarders may enter the dining hall when the bell is rung.
- Everyone is to remain standing behind their chairs until grace has been said.
- All food and drink that you dish up, is to be consumed.
- No hats may be worn to or during meals.
- Shirts and shoes or sandals must be worn to meals.
- Conversation at meals must be appropriate in both content and volume.
- The kitchen area is out of bounds, except for those on duty.
- Under no circumstances may crockery and cutlery leave the dining hall.
- Please report any problems or breakages to the staff member on duty.
- Boarders must be dressed in full school uniform during breakfast.
- "Late" suppers must be discussed with the Hostel Parent and arranged with the Caterer at least a day in advance, but should be kept to a minimum

Dining Hall duty group responsibilities:

- Remove food waste before washing.
- Waste is to be sorted into the correct bins in the kitchen.
- Use hot water and sufficient soap.
- Rinse everything.
- Unplug the urn after use.
- Tables need to be cleaned and chairs returned neatly behind the table.
- The staff member or hostel-senior on duty will dismiss the duty group.
- No socialising may take place in the kitchen.
- Ensure that there is a substitute for you if you are unable to carry out your duty for any reason.

Study

- Homework diaries are compulsory and may be checked by the Hostel parents.
- All homework and assignments must be clearly recorded in your homework diary.
- No borrowing or lending of stationery or books is allowed during study.
- Learners must be seated at their desks.
- No music is allowed.
- Desk lamps must be used, preferably with a blue study globe.

Bathrooms

- Clothes may not be washed in the bathrooms.
- No toiletries, towels or clothing may be left in the bathrooms.
- Drying racks may be used for underwear and face-cloths only.

Posters

- Posters may be stuck up with prestik in the rooms.
- These must be of a suitable nature. Hostel parents are the sole and final judge in this regard.

Telephone

- Under no circumstances may a boarder be late for school, study, or bed due to a phone call.

Out of Bounds Area

- The perimeter road around the school property is the boundary to the school.
- Boarders must obtain permission from their Hostel parents to be outside this area.
- Bushwillow House is out of bounds, other than for boarders of the house.

Weekends

- All boarders staying in for part of or the entire weekend, need to meet the staff member on duty for the weekend at 14:00 on Friday afternoon in the common room of their duty hostel.
- The Hostel senior staying in for the weekend will draw up a duty roster for the weekend.
- Going to town is a privilege to be earned, not a right to be expected.
- Boarders wishing to visit a friend over the weekend, need to inform the Hostel parent on duty for the weekend at least 48 hours in advance. The boarder's parents need to confirm this with the Hostel parent on duty, either in writing or through a telephone call.
- Boarders returning to the hostel on Sunday evenings must do so before 17.30. Should you return after 17.30 on the Sunday you need to report to your Hostel parent.

Signing-out

- Signing-out forms must be completed by 06h30 on Thursdays.
- Parents must give permission for their child to spend the weekend with someone else. A list of such friends must be given to the Hostel parents.
- Boarders must return to the hostel between 14h00 and 17h30 on the Sunday evening, or no later than 07h15 on the Monday morning.
- Signing-out forms must be completed whenever you leave the school grounds, other than for a school function.
- Boarders may not sign themselves out.

Use of Laundry facilities by boarders

- Boarders may use the basins in the laundry to do washing. Get permission and the key from Mrs van Rensburg.
- Under no circumstances may boarders use the washing machines or the irons in the laundry.
- Boarders must use their own washing powder.
- The laundry must be kept tidy. Please throw away old packets and washing powder boxes.

Use of Laundry service by boarders

- Parental consent form must be signed and kept on file.
- All clothes must be clearly labelled.
- No underwear or socks may be handed in.
- Boarders must accurately complete the itemised washing list.
- Washing must be put into a standard pillowcase / laundry bag.

Sick Bay

- The sick bay is there for the sick and not a place to socialise.
- Should you wish to see a doctor, you need to report to the sick bay by 07:15 from Monday to Friday when the school doctor is available for consultation.
- Ensure that the sick bay is left in a neat state when you leave.

Other

- Hostel parents are responsible for you, and have authority to act in *loco parentis*.
- In serious matters the headmaster and parents may be called in to discuss the problem.
- Parents who wish to discuss any disciplinary matter may contact the Hostel parent.

Hostel Committee Members

- Are responsible for ensuring that a hostel duty list is in place for their hostel.
- Ensuring the smooth running of meals in the dining hall.
- Ensure that the code of conduct in the hostels is maintained.

What do I do if:

1. **Feel sick during school?**
 - Should you not be well enough to continue with classes for the day, you need to report to your Hostel parent.
 - After obtaining permission from your teacher, report to Mrs Scheepers at reception.
 - Report to Mrs van Rensburg who will make arrangements for the rest of the day.
 - Arrange with a friend to bring food down to you.
 - Report to your Hostel parent after supper, so that they can see how you are doing.

2. **Feel sick in the morning before school?**
 - Report to your Hostel parent before breakfast.
 - Should you need to see a doctor, report to the sick bay by 07:15.

3. **I need supper kept for me as I am playing sport or involved with a cultural activity, and only back after 17:30?**
 - Arrange 'late' supper with your hostel parent and the Caterer a day in advance.
 - Arrange for someone from your hostel to take your supper down to the hostel for you.

4. **I need food to take on a school outing?**
 - Arrange with the Caterer a day in advance.

5. **I will not be back at school on the Monday morning by 7:15**
 - Your parents need to contact your Hostel parents as soon as they are aware that you are going to be late.
 - On your return to school you need to find your Hostel parent and inform them that you are back at school, regardless of the time of your return.

6. **I return to school on a Monday morning?**
 - Find your Hostel parent and tell them that you are safely back at school.

7. **I want to visit a friend?**
 - Obtain permission from your parents in writing if the friend to be visited is not on the "Friends List", and then get permission from your Hostel parents.
 - You must get permission from your Hostel parents 24 hours in advance.
 - When your friend's parents collect you, notify your Hostel parents or the Hostel parent on duty (weekends) that you are leaving.
 - The adult collecting you must sign you out.
 - If you travel home by bus, your parents need to inform your hostel parent of the arrangement in writing. Your hostel parent will then sign you out.
 - On your return, let your Hostel parents know that you are back safely.

4th December 2006