



## SECTION 5: BOARDING

### POLICY 3: PERMANENT PART TIME BOARDING POLICY

<p><b>Policy Rationale</b></p>	<p>Rathkeale College and St Matthew's Collegiate are required to operate within the requirements of their Integration Agreements, together with any subsequent amendments (Supplementary Agreements). Each respective Integration Agreement identifies a maximum school roll and a day pupil cap. Further, the Integration Agreements define a day pupil in Clause 20 as "day pupils are those who do not reside in the proprietor's boarding establishment on more than a casual overnight basis".</p>
<p><b>Policy Statement(s)</b></p>	<p>This policy provides guidance on our approach to permanent part-time boarding arrangements including guidance on how much will be charged.</p>
<p><b>Definitions</b></p>	<p>The schools offer</p> <p><b>Permanent boarding</b> - weekly or full-time, both at the same price. A person residing in the Boarding house more than 114 nights per year.</p> <p><b>Permanent part time boarding</b> – 2 set nights per week all year (76 nights per year) that can be altered at the start of each term if space permits with the Dean/Head of Boarding.</p> <p><b>Casual boarding</b> - available to day pupils, charged on a per night basis.</p>
<p><b>Policy</b></p>	<p>Permanent part-time boarding is offered to encourage potential and current day students (with current accounts) to take-up a boarding place at St Matthew's Collegiate or Rathkeale College. Accordingly, the policy applies to students who take up a day place and would like to transition to boarding, or Students who initially apply for a day student place and are unsuccessful.</p> <p>Boarders transitioning to Permanent part-time will be considered only for reasons of wellbeing or financial hardship.</p>

Permanent part-time boarding is based on availability of places in boarding houses and at the discretion of the school. Priority is given to full-time and weekly boarders. A permanent part-time boarder is not guaranteed a permanent space, they may be required to pack up for another permanent part time or boarder to use the room when they are not in, storage can be arranged with the matron if this is required.

Applications to transition from permanent part-time boarding to a day student can only be considered if day pupil places are available and solely at the discretion of the Principal. There is no automatic right to transfer from permanent part-time boarding to a day student.

#### **What does Permanent Part Time Boarding include?**

Permanent part-time boarding includes dinner, bed and sheets, breakfast and laundry service. Supervision and pastoral care will be provided by boarding house staff in the same way in which weekly or full-time boarding pupils are supervised. Secure storage may be provided when permanent part-time boarders are not residing in the boarding house subject to availability and organised through matrons.

Travel for permanent part-time boarders for school, sport and cultural activities within the Wairarapa is also provided. Individually requested transport (ie taxis) and transport outside the Wairarapa will be disbursed, consistent with the school's Travel Disbursement Policy.

#### **What does it cost?**

Permanent part-time boarding will be charged at the equivalent of the weekly boarding rate (less the cost of lunches), for 2 nights per week each school term. Normal daily charges for school lunches will continue while students are permanent part-time boarders.

Extra nights will be charged at the casual rate.

School charges including boarding fees are confirmed in Term 4, before the commencement of the next school year.

	<p>The permanent part-time boarding charge per night is determined by deducting the cost of lunches from the annual boarding fees and then dividing that amount by 38 weeks and then by 4 nights per week.</p>						
<p><b>Policy Implementation and Related Procedure Documents</b></p>	<p>The implementation of the Policy is delegated to the School Principal's and review of the policy is the responsibility of <i>TSTB'S</i> board.</p> <p>The following <i>TSTB</i> policies and frameworks should be referred to in this regard:</p> <ul style="list-style-type: none"> <li>• Enrolment Policy</li> </ul>						
<p><b>Legislative Compliance Considerations</b></p>	<ul style="list-style-type: none"> <li>• Integration Agreement</li> </ul>						
<p><b>Review Protocol</b></p>	<table border="0"> <tr> <td>Policy Reviewed By:</td> <td>Policy and Compliance Committee</td> </tr> <tr> <td>Date Reviewed:</td> <td>October 2018</td> </tr> <tr> <td>Next Review Date:</td> <td>October 2020</td> </tr> </table>	Policy Reviewed By:	Policy and Compliance Committee	Date Reviewed:	October 2018	Next Review Date:	October 2020
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