

# Boarding Prep Student Expectations Year 7 - 10



Welcome to Boarding Prep. This is a time for boarders to complete their assignments, with a tutor or teacher in each classroom available to help. Boarding Prep is overseen by the Boarding Prep Coordinator. Prep is completed in school classrooms with Session 1 in Glenrock GL2, GL5 and GL6, and Sessions 2 and 3 in Margaret Bailey rooms B1 – B4.

There are three Prep sessions on each night, Monday – Thursday

- Session 1: 4:30pm -5:30pm In Glenrock
- Session 2: 6:30pm – 7:30pm (after dinner) In Margaret Bailey
- Session 3: 7:30pm – 8:30pm In Margaret Bailey

Each student must attend at minimum 2 one-hour sessions of Prep on Monday to Thursday. Students are required to stay at Prep for the whole hour of each session. If a student is more than 10 minutes late, the session will not count towards the minimum 2 Prep sessions.

On Sundays, Prep is from 6:30pm – 8pm and students in Year 7 – 9 are expected to attend. Year 10 may receive special permission to complete Sunday Prep in their boarding houses.

The Boarding Prep timetable is available on the Hub each term, showing which staff are on duty each night, as well as the specialty subjects they are able to assist in. Prep Tutors are available for all 3 sessions, while teachers are available during Sessions 2 and 3. Students should read over this and plan their Prep sessions accordingly to maximize the use of the tutors available.

## Sports training, other commitments and Prep

If a student has sport or a cocurricular activity after dinner, they should attend Session 1 and as much of a second session as possible. When a student returns from sport, they have 20 minutes to shower, change, eat dinner and return to Prep.

The school does not encourage or facilitate private tutoring and this will not count towards Prep sessions.

## Phones

Phones are not to be used during Prep. Students are encouraged to take responsibility and use self-control during Prep time. On arrival, students are to place their phones on the staff desk, and may be collected when leaving Prep. On occasion, phones may be used by students if required to complete an Assignment (e.g scanning). Students must seek permission from the supervising Prep Tutor/Teacher before use. Phones will be confiscated by staff if used without permission and will not be permitted to be brought to Prep for one week.

Computers are to be used to complete assignments and related schoolwork. Device misuse may result in confiscation and a meeting with the Boarding Prep Coordinator and Head of Boarding.

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## Assigned Rooms and seating

Students are to remain in their assigned rooms at their allocated seats. These arrangements are available on the Hub each term. Students may be permitted to join another room on a case-by-case basis, and only with permission from the Boarding Prep Coordinator.

## Other considerations

- During Prep, students should not be eating any food, including sweets. Take-away dinners can be eaten before coming to Prep, or outside in the foyer with permission from staff.
- Students are not permitted to use the verandah between F1 and the Dining Room.
- During evening Prep, no rubbish should be put in classroom rubbish bins, instead use the large black bin in the hallway. Classrooms should be left in the condition they were unlocked in, returning chairs and tables to their original spot.
- Do not move any of the teachers items or use the whiteboards without permission. The Boarding Prep Coordinator has whiteboard markers you may use for the whiteboards on the condition they are returned and cleaned properly.
- Polite manners are essential, the tutors are here to help you.
- Level 1 and 2 in Margaret Bailey Building are out of bounds, do not go to these levels without approval from the Boarding Prep Coordinator.
- Students must always ask to leave room to print, bathroom etc. This ensures a staff member is aware of your location at all times.
- The common area hallways are not for general use. Do not enter and sit down, always ask a staff member before sitting away outside of the room.
- During the warmer months, sitting outside may be permitted to enjoy fresh air and warm sun. This must be under approval from the Boarding Prep Coordinator. Do not go outside and sit down without asking staff first.