



Turaco Boarding House Brochure
"Students home from home"

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TURACO HOUSE

Knysna Montessori's Turaco House is currently the only Montessori boarding house in Southern Africa and was established in 2004. Montessori encouraged schools to offer boarding facilities to the 12-15yrs olds as it is during these years that they are coming to terms with their new identity as an adolescent and the world outside the family. They can be self-absorbed yet peer acceptance is of paramount importance at this age. During this time students seek to understand their place in society and search for opportunities to contribute to society, so community living serves their needs.

Turaco House currently has space for 30 boarders, and accepts students from 12-18years. This environment and its facilities have proven to be an outstanding success. It houses happy, busy students, in an informal, vibrant, co-operative and creative atmosphere.

ARRIVAL AND DEPARTURE

Beginning of term:

Students are required to check in between 16h00 and 18h00 on the evening before term starts or 07h30 on the first day of term. To get through Narnia Gate please dial 10 or 62 or during office hours 2.

Weekly boarders:

Check in: Students may return on Sunday evening between 17h00 – 19h00, or alternatively by 07h30 on Monday morning. (Breakfast is served at 07h15 sharp. No latecomers will be served.)

Check out: Students may be collected from 14h30, and no later than 15h00 on Fridays unless they have community duties to fulfill (e.g. Market duty or to complete school work for the week). It is the student's responsibility to inform the parent if for any reason they have to stay later on a Friday.

NB: Weekly boarders may not stay over in the hostel during the weekend, or part thereof, except in an emergency. Please request permission from the hostel mother in advance. Extra meals and accommodation costs will be charged accordingly.

Term Boarders - Weekends:

- Weekend meeting takes place at 15h00pm on a Friday. All students who are staying for the whole weekend, or part of the weekend must attend this meeting.
- Duties for cooking and cleaning will be set at this meeting.
- Details of weekend plans and times for visiting and outings with friends must be given to the hostel parent on duty by Friday 14h00.
- Permanent boarders must get permission from both their parents and from the parents to whom they have been invited and both parties must notify hostel parents before Friday 14h00.
- An outing to the beach or a special activity on occasion is permissible at hostel parents' discretion, but excessive vehicle use is not acceptable.

Signing in or out procedure

NB: No student may sign him/herself out.

- Students leaving the premises must be signed in/out by an adult when arriving or departing from Turaco House, including when leaving the premises for an extra mural activity or during school hours.
- No child may leave with a friend unless the parents of both students have granted permission and notified hostel mother.
- No child may leave the school grounds on weekdays, unless the hostel mother has granted permission, so parents please notify her regarding your child's extra mural activities in writing.
- Please note: No visitors allowed during the week.

- No shopping trips are permitted during the week. Emergency supplies will be kept in hostel for students' convenience which they can purchase or be billed accordingly.
- Students are allowed to be signed-out on birthdays, and must be returned by 21h00 that night.

Exceptions: Permanent boarders leaving for extra-murals may be signed out by the hostel parent on duty.

Consequence: Failure to sign-out as stipulated will result in a black mark.

Transport:

No motor vehicles, motor bikes or scooters belonging to students are permitted at hostel. Bicycles are permitted but must go home during holidays. (Personal insurance is advised)

DAILY TIME SCHEDULE:

MORNING	
06h30	Wake Up
06h45	Kitchen and setting duties
07h05	Room inspection
07h10	Everyone to Dining Area (Make Coffee/Tea)
07h15	Breakfast
07h40	Dorm Lockup
07h45	School Starts
AFTERNOON	
15h30 – 16h00	Tea
15h30	Snr Device hand-out
16h00	Tea wash-up
16h00 – 18h00	Shower times
17h00	Jnr Device hand-out
17h00	Kitchen and setting duties
EVENING	
18h00	Device Hand-In
18h00	Supper
18h40 -20h10	Prep- Homework/studies
20h10– 20h30	Tea and wash-up
20h30– 21h00	Prep / Reading
21h00	Everyone to their own Rooms, get ready for bed
21h15	Quiet time
21h30	Bed time & Lights Out

Room Inspection:

Inspection is at 7h05am on week mornings. Rooms and cupboards must be tidied, beds made and laundry (clean/dirty) stored correctly. Students must be in their own dormitories during inspection.

Hostel Parents reserve the right to perform a raid at any given time.

Dorm Lock-up:

Dorms are locked from 07h40 until 15h00 Monday to Thursday and until 14h30pm on Fridays. No students are allowed back into the dorms during school time.

Setting Duty:

When on setting duty, setting has to be done according to the setting-duty list.

Setting duties include: Wiping and cleaning counters, tables and condiments after breakfast, tea and supper, stacking and cleaning dishes, mopping floor by basin area.

Meal times:

A wholesome, well balanced diet is provided and vegetarian diets are catered for. Should your child have more specific dietary requirements please supply necessary items which he/she can store in the tuck box.

Tea Time:

Tea time is from 15h30-16h00 daily, which includes the making of tea/coffee and a sandwich. Students on kitchen and setting duties are responsible for wiping and cleaning counters, tables and condiments after tea, stacking and cleaning dishes, and mopping floor by basin area.

Exceptions: Latecomers may ask the hostel parent on duty's permission.

Prep Time:

Prep or study times are from 18h40 – 21h00 Monday to Thursday. This time is provided for self-study and learning and students are expected to use this time effectively. Permission to receive help from a fellow student is required. Only Matric students may work in their rooms.

Students are encouraged to shake hands with the hostel parent after prep and to say good night.

Bed Time:

Lights out and sleep time is at 21h30, Monday to Thursday.

Bedtime on Fridays and Saturdays is at 22h00.

Bedtime on Sundays is at 20h30 and lights out at 21h00.

Sport:

School sport for the 12-18yr olds is between 14h00 & 15h00 Monday to Thursday. All students need to register with the sports teacher daily and if not participating, must remain at sport until 15h00. No students are allowed back to hostel until 15h00.

Extra Mural Activities:

If you have arranged for your child to attend an extra mural activity with a coach, please notify the hostel mother in writing at the beginning of each term so that we may notify the sport co-ordinator.

Note: Transport for extra mural activities is at your own additional cost. Please contact the service provider directly for details of cost of trip and terms and conditions. Details may be obtained from the school office.

Phones:

Communication between parents and children needs to be during the hours when the children have their cell phones.

Cell phones are to be handed in as timetabled during the week. During the weekend all devices will be handed out from 8am and collected in before bedtime. Limited use of cell phones is to encourage social skills and sleeping patterns. Please support this and ensure that your child does not have a second cell phone. Any phone or device that is being misused will be confiscated.

For any messages,

Turaco House staff may be contacted on **0742884453**.

Lap tops/Tablets/iPads:

Laptops, tablets and ipads. Seniors may have laptops for school and prep use. Teachers prefer the junior students to use laptops for research only. They will therefore have access to them during prep time. However they are not essential for juniors as there are two computers available in the prep room for research.

It remains the right of the staff member on duty to monitor the use of laptops.

Insurance:

We would like to remind parents that all electronic goods brought to the school/hostel by your children, is at their own risk, as well as valuable items such as bicycles, surfboards etc. and must be insured through your own personal insurance. Whilst all reasonable precautions will be taken to ensure the safety of your children's electronic goods/personal items, we cannot be held responsible should any loss or damage be sustained.

Pocket Money:

No cash is allowed to be kept in dormitories, bags or on person. Cash must be handed in to hostel staff for safe keeping. The hostel parents and school will not be held responsible for cash which has not been handed in. Term boarders are encouraged to use their debit card rather than draw cash. Full time boarders particularly should have a reasonable cap on their ATM cards to help us in teaching them budgeting skills. (R1000-00 per term toiletries included)

Tuck:

We try to encourage the children to eat healthily but we know that teenagers are always hungry. Therefore a tuck-box may be provided but:

- Food may only be consumed in the dining area
- No food may be kept in the Dormitories
- A tuck-box/toolbox must be provided to store special foods. A small fridge is also available for students use.

Medication:

All medication, including homeopathic, vitamin pills etc. are required to be handed in to the hostel mother to be administered. The medication, dosage and time of medication will be recorded in the Medical Book. Parents are to ensure that the hostel parents are informed of any allergies.

A prescription asthma pump is permitted for a child who is diagnosed with asthma. No other student is permitted to use the asthma pump.

Illness:

Weekly boarders, who are ill and live within a reasonable distance from school, will be asked to go home. Full-time boarders will stay in the sick room or their dormitory and be monitored during the day. If the need arises the hostel parents will contact parent to arrange a doctor's appointment.

CLOTHING REQUIREMENTS

Please adhere to the clothing list as cupboard space is limited and all items need to go home during the July and December holidays. House Turaco may be rented out during these times as the Grade 11's use this accommodation for fundraising.

Jewelry: *Small rings or studs (one) in each ear. One wrist watch. No other body piercings are permitted.*

Make up: *No make-up or nail varnish.*

Hair: *Must be neat and not hanging in the eyes
Hair touching the collar and longer must be tied back.
Haircuts can be arranged and billed accordingly.
No extreme haircuts or dyed hair is permitted.*

CLOTHING LIST	Weekly Boarders		Full-time Boarders	
	Summer	Winter	Summer	Winter
School Golf Shirts	5	5	6	6
School short or skorts	5	2	5	2
School tracksuit pants	2	3	2	3
High School: Grade 10-12 Girls:				
Girls beige pleated skirt	2	2	2	2
White Golf Shirt	5	5	5	5
Blue V-neck s/s jersey	1	1	1	1
Blue Blazer	1	1	1	1
Flat black closed shoes	1	1	1	1
High School: Grade 10-12 Boys:				
Stone-colour Classic Chinos (No 'Skinny's')	2	3	3	3
White Golf Shirt	5	5	5	5
Blue v-neck s/s jersey	1	1	1	1
Brown Bronx Shoes	1	1	1	1
School Fleece top	1	2 or 3	2	3
Rain Jacket (Navy blue)	1	1	1	1
School Hat/Cap	1		1	
Pairs of socks (White)	5	5	8	8
School tackies (white/navy) or Bata sports shoe	2	2	2	2
Brown leather sandals (optional)	1		1	
Gum boots	1	1	1	1
Pajamas	1	1	2	2
Slippers	1	1	1	1
Night Gown (Optional)	1	1	1	1
Underwear	10	10	10	10
Laundry Bag/Basket	1	1	1	1
Set Casual Clothes	4	4	6	6
Old Casual Clothes for Camps & Rough Wear	When necessary		2	2

SPORT				
Royal Blue Sport Shorts	2	2	2	2
School sports shirt	4	4	4	4
Swimming Costume	1		1	
Swimming Towel	1		1	

Hockey Stick		1		1
Hockey/Soccer Socks (Royal Blue with White Stripe)		2		2
BEDDING				
Pillow	1	1	1	1
Duvet	1	1	1	1
Fitted Sheet	1	1	2	2
Duvet Cover	1	1	2	2
Blanket		1		1
Bath Towel	2	2	2	2

All clothing and footwear must be clearly marked with the child's name. It is recommended to have your labels printed and sewn into each item.

Optional Tuck box: A plastic container with child's name to be provided for food and tuck items.

NO ELECTRIC BLANKETS. A Hot water bottle in winter is optional.

Toiletries:

Toilet bag, Toothbrush, Toothpaste, Shampoo, Soapbox, Soap, Sponge/facecloth, Deodorant, Hairbrush/Comb, Razor, Nail Scissors, Hair dryer (optional)

TURACO HOUSE RULES

House Boundaries:

- Students may use the 6-9year and 9-12year playgrounds as well as the large deck overlooking the swimming pool. The netball court may be used after 17h15 when aftercare closes for the day. The fence surrounding this area is the boundary.
- The pool may be used with permission from house staff on duty. However the 12-15year environment is off bounds.
- The road in front of Turaco House is out of bounds unless leaving with an adult.
- The school buildings are out of bounds including all decks, except during school hours or with permission from a hostel parent.
- No day scholars are permitted in the bedrooms.
- No boy may enter the girl's rooms and visa-versa for any reason whatsoever.

At times, as a privilege, the hostel parents may allow students to play soccer on the sports field outside of these boundaries or perhaps go for a bicycle ride or run. At least 2 students must be together at all times, and one of which must be a Senior Student and take responsibility for those leaving the premises.

Procedure:

- A responsible senior student gains permission from staff on duty, and their cell phone for this time period.
- Signs out all students going with them in the sign-out book entering their cell phone number and giving a time frame for when they are leaving and when they will return.
- Takes responsibility for all students in their care, and report any problems to the staff on duty when necessary.
- No visits to public facilities, i.e. shops, etc. This is merely a sport privilege.

Turaco House Council Meeting:

Council meetings are held every week. Council meetings serve as a forum for students and staff to voice their issues, appeals and grievances. The students have turns to lead council meeting and the format is:

- Brag session
- Issues
- Apologies
- Thank you's
- Business of the week

During issues no names are mentioned – only grievances and expressions of feelings aroused by these grievances.

Physical contact and behaviour:

The school is a working environment and Turaco House a family community. Inappropriate physical contact is unacceptable. The house parents on duty are responsible for guiding students in terms of appropriate and inappropriate behaviour.

Bullying:

Any form of bullying will be dealt with in accordance with the school policy.

KNYSNA MONTESSORI SCHOOL GENERAL SCHOOL POLICY BROCHURE

Please read the brochure very carefully as all policies regarding the code of conduct, policy on bullying, drugs and discipline etc. are detailed within this document and apply to all residents in Turaco House as well.

IN CONCLUSION

We are above all, a happy school, and we extend a warm welcome to you and your child as new members of our Turaco House. *“Home from Home”*.

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