



Waterkloof House
Preparatory School

535 Ruddell Street, Brooklyn, Pretoria 0181, South Africa
Tel: +27 (0) 12 460 5221 | Fax: +27 (0) 12 460 4469
admin@whps.co.za | www.whpsschool.com

Application for Boarding

1. Pupil's Details

Name and Surname of Pupil	:	
Date of Birth	:	
Grade (New). Grade & Class (Existing pupils)	:	
Dates that boarding will commence		DD/MM/YYYY

2. Parent's Contact Details

	Name and Surname	Work Tel No.	Cell No.	Email Address
Father				
Mother				
Other				

3. Medical information: (Please note that boys who are not covered by medical aid, will not be admitted into boarding at WHPS. Prior to arrival in Hamilton House, ALL boarders are required to submit a valid medical aid card, as issued for a legitimate dependent of the main member.)

Family Doctor	:	
Telephone Number/s	:	
Medical Aid & Number	:	
Main Member:	:	
Allergies and/or medical conditions	:	

4. Please provide the details of a close friend or relative who may be contacted in case of an emergency.

Name and Surname	:	
Relationship	:	
Contact Number/s	:	
Email Addresses	:	

Signed in Acceptance (Parent/ Guardian)

Date



Boarding at WHPS in the Hamilton Boarding House:

The boarders enjoy a very full and balanced day. A structured, uninterrupted one hour homework period is set aside each evening after which the boys enjoy an hour's free time before bed. Over the weekends, boys are taken on outings which include Pretoria Zoo, go-cart racing, fishing, movies and sporting events to name but a few. The boarders are cared for by the Head of Hamilton House: Ndumiso Mtshali, House Mother: Barbara Roebuck; five staff members and intern teachers living in the boarding establishment and on the school campus.

In the second and third term we host many of the Grade 7 day scholars. The boys then have a taste of what possibly awaits them in their next year at High School. Many Grade 7 boys who have experienced boarding for this term say that it helps them to prepare mentally for boarding school in Grade 8. We accommodate temporary boarders on occasion. Other boarding experiences are planned throughout the year.

Rules:

1. Please note that boarders need to wear their number one uniform when they arrive at school and when they depart. Please note that official school uniform may NEVER be worn with casual clothing.
2. Please make sure that you as parent or guardian sign the boarder in on arrival and sign him out again at departure, the book is at the front entrance behind the door.
3. If the boarder has been invited to a party or outing with a friend, the Head of Hamilton House and the House Mother has to be informed on when, what time, where and with whom the boarder would be leaving and returning at least two hours in advance.
4. NO PSP's, TV games or any other games allowed during weekdays.
5. Cellphones and games to be handed in on arrival and will be kept safe with the Head of Hamilton House. These will be handed back at certain times to make phone calls and on Friday afternoons for the duration of the weekend.

The following should be brought to the boarding house on arrival:

1. Towel and toiletries in toiletry bag: toothbrush & toothpaste, hair brush/comb, roll-on & deodorant, soap, face cloth, shower gel, shampoo, body lotion, nail clippers, lip balm/lip-ice, etc.
2. Pyjamas, Slippers and Bath Robe, especially during winter.
3. Sports kit and School uniform, 3 sets if possible: shirts, shorts, socks.
4. "Civvies" to wear during the Weekend – do not pack too much, only 2 sets.
5. Black shoe polish & a brush (NO liquid polish please!)
6. Any medication that your son may be taking must be handed to the House Mother upon arrival, together with instructions.
7. Duvet, sheets and pillows are provided, if the boarder would prefer his own duvet, he is welcome to bring it. Please bring a warm blanket for the winter months.



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8. Please ensure that everything is visibly marked, preferably with a permanent marker.

Weekends:

All boarders will be allowed out as often as they wish during weekends, permitted that the Head of Hamilton House and the House Mother have been informed of the plans.

Boarder parents are welcome to visit their sons whenever they happen to be passing, provided that they do not take them out of class, away from a match or any other school activity and that they have followed the correct signing out procedure. Nobody may leave the school premises without permission by their legal guardian and permission from the Head of Hamilton House or the House Mother. All weekend arrangements must be finalized by Wednesday evening or Thursday morning at the latest by the parents or guardian, so that we can finalize catering, outings, etc. for the following weekend. This may be done either telephonically, SMS or via e-mail with the Head of Hamilton House or the House Mother.

If your son is boarding over a weekend please ensure that he has at least R 100.00 pocket money which could be used if the boarders were taken on outings (e.g.: movies, golf, rugby, ice skating, etc.) The staff does not take responsibility for any money or possessions lost or damaged during the boys stay at WHPS.

Depart Friday or Saturday : After school commitments in full match kit or number ones.
Return Sunday : 17h00 – 17h45 wearing Number 1's if dinner is required
No later than 19h00 wearing Number 1's if no dinner is required
Return Monday : 06h45 – 07h15 wearing Number 1's

Please remember to sign in and out – the register book will be in the foyer area at the Headmasters office.

When there is Saturday school or sport, boarder parents may take their sons out on a Friday, provided they can return them on Saturday morning in time for school/sport.

Start and end of terms:

The boarding house will be closed at 12h30 on the day that half term begins and on the last day of every term. All boys are expected to return to the boarding house between 16h30 and 17h30 the evening prior to the start of the new term. Please ensure your boys are both collected and dropped at school timeously, as being late adds unnecessary stress to their lives, particularly at term end and beginning, when they are already feeling rather vulnerable.

The boys are required to wear their number one's when travelling to and from school on public transport, the day before school starts, the first day of half term, the day returning after half term and at the last day of school at the end of term.



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Communication:

Cellphones together with the charger and a two prong adaptor have to be marked and handed in to the Head of Hamilton House, he then hands out the cellphones at the end of prep time during the week and during weekends the boys keep the phones with them.

Pocket money and tuck:

Boarders may bring pocket money with them for the term. This must be handed to the House Mother for control and safe keeping. All other sundries such as fun days and outings will be charged to your school account. No tuck allowed into the Boarding House, any tuck has to be handed in to the House Mother and she will hand out during allocated times. There is to be NO FOOD in the Boarding House at any stage.

Literature:

Boys may bring a few of their favourite books to the boarding house and we encourage each boy to have a Bible. A dedicated 15 minutes quiet time before lights out, encourages our boys to read. Parents are requested to sign the books to signify their approval of this reading material. Boys are encouraged to use our library facilities. The newspaper is available daily.