

Midleton College



BOARDING OBJECTIVES AND REGULATIONS

Midleton College is an inclusive, coeducational day and boarding school with a Church of Ireland Ethos, serving students and families from East and North Cork, other parts of Munster and Ireland and the international community.

Midleton College offers its students a challenging, comprehensive education within a diverse, respectful, Christian community encouraging of learners, enabling them to develop their natural and God-given talents as young men and women ready to take their place in active roles within the communities in which they live.

The curriculum provides both academic stimulation and a wide variety of educational experiences beyond the classroom. We are committed to teaching the Irish Junior and Leaving Certificate within a six-year second-level education cycle. Our educational practices flow from this integrated academic and extra-curricular based education.

We teach our students to develop, understand and respect their own values and traditions as well as those of others whose values and traditions may be different to their own.

Care and compassion should be characteristic of all relationships within the school community. Learning is best facilitated in an environment that promotes care and concern for the welfare of others. This is what we aim to instil and maintain in Midleton College.

All members of the school community are encouraged to pursue excellence and be recognised for their achievements.

All people within the school community, staff, students, parents, and Board members continue to learn as part of our professional or voluntary involvement with the College.

Students need to develop both intellectual and social skills in order to become critical and creative thinkers, to achieve their personal best and mature into responsible adults.

Boarding Community Objectives:

Individuals who live in successful communities nurture an attitude of consideration and respect for themselves and other people. This positive attitude is demonstrated through thoughtful, consistent effort in a carefully structured, safe environment. Our boarding community aims to provide the necessary structures in order for each of our members to contribute to the community's overall success.

In this way, the students' shared experiences support the development of competencies for constructive and caring living.

Our boarding community challenges its members to contribute actively by:

- embracing a healthy lifestyle;
- achieving their academic potential ;
- sharing their diverse life experiences in a beneficial manner.

In order to reach these goals, boarding school students need considerate and clear support structures in their daily lives. The boarding guidelines described here are meant to offer our students and their families this clarity and guidance.

Guidelines for Boarding at Midleton College:

Boarding at Midleton College is run in the first instance by the boarding staff, which is composed of the Head of Boarding, the Heads of Boys and Girls Boarding, all other teaching staff, the Bursar, Household Manager, Catering Manager and household and catering staff.

The residential teaching and Duty staff handle day-to-day contact with the boarding students, such as morning routines, study supervision ('Prep'), off-campus trips, on-campus activities, problem solving, and minor disciplinary issues.

The Head of Boarding supervises the general operations of the boarding area, ensuring that procedures, protocols and rules are followed; additionally, the Boarding Head handles major disciplinary issues.

Basic Guidelines:

The Midleton College Code of Behaviour is binding on all boarding students. In addition, the following items refer specifically to all boarding students.

1. Students are expected to respect and obey residential and Duty staff, other staff members and the Heads of Boarding at all times.
2. Boarding students are expected to maintain acceptable academic grades. Supporting this goal there is a mandatory evening study session ('Prep') usually from 19.00 until 20:20 and, following supper, from 20:40 to 21:45, or as directed by the boarding staff. Students study in the Assembly Hall or Dining Hall. Students may study in a group if approved by the member of staff on Duty.

3. The boarding facility maintains a closed campus policy. Boarding students must seek Leave Out from the campus following the Leave Out procedures contained in the Code of Behaviour. Male boarding students only are permitted in the male boarding areas. Female boarding students only are permitted in the female boarding areas. Any student who seeks or obtains access to a boarding area of the other gender is liable to sanctions including suspension and/or recommendation for expulsion from the College.
4. Students of different gender may not be in the same room together alone, except for special academic study requirements.
5. No sexual activity is allowed between students at any time anywhere on the campus or on College activities outside the College. In any such cases students are liable to be suspended from the College and/or recommended for expulsion from the College.

Maintaining Good Relations:

Living together can lead to differences of opinion that result in disagreements between students, and between students and the boarding staff. Boarding students are expected to resolve such conflicts through respectful discussion and compromise.

Respectful language must be used by all at all times.

Health and Medical Care:

All prescription medications must be handed in to, held and a record kept by the Nursing team. Nurses will dispense medication as directed by the relevant doctor.

If a student feels sick, he/she must report immediately to the Nurse on Duty or a member of the boarding staff or, if during school hours, to their teacher. If at school, the student may be referred to the Midleton Medical Centre, Suncourt, Midleton and/ or Cork University Hospital depending on the seriousness of his or her condition. Contact with a parent or guardian will be sought, but the College authorities are permitted to act in the best interest of the student concerned in fulfilment of its 'in loco parentis' responsibility if contact is not feasible.

Unacceptable Behaviours:

Leaving or attempting to leave the campus without permission will result in disciplinary action, which may include suspension and/or recommendation for expulsion from the College.

Physical violence is absolutely unacceptable and will result in disciplinary action, which may include suspension and/or recommendation for expulsion from the College.

Bullying or sexually harassing another student is absolutely unacceptable and will result in disciplinary action. If a student believes they are being bullied or sexually harassed, he or she should immediately speak with a boarding staff member.

Sanctions for bullying or sexually harassing another student(s) may result in suspension, and/or a recommendation for expulsion, the direct involvement of the Gardaí (police), and/or the Health Services Executive (HSE) as may be appropriate.

Possessing and/or consuming alcohol or tobacco products and any other products that are smoked or sniffed is strictly prohibited and will result in disciplinary action, which may include suspension and/or recommendation for expulsion and/or direct reporting to the Gardaí (police).

Possessing, using or distributing illegal drugs or misusing or distributing prescription drugs is strictly forbidden. Any violation of this rule will be grounds for immediate suspension or expulsion from the College and will involve formal reporting to the Gardaí (police) following which the civil authorities will investigate as appropriate.

Any and all types of weapons, including camping knives, are strictly forbidden. The boarding staff reserve the right to determine if a particular item poses a risk to the student concerned or other students.

Possessing, using or distributing pornographic or violent materials is strictly forbidden. Any possession of such materials in paper form, on laptops, tablets, mobile phones, MP3 players or any other such devices will be deemed in breach of these regulations. Where appropriate such items will be handed over to the Gardaí (police) for formal investigation.

Dress in the Boarding Area:

Residents of the boarding areas before and after class must be dressed in an acceptable manner while in the hallways and common areas. Residents must wear a shirt and pants at all times when they are out of their dormitory. Clothes must cover the torso (eg: midriff, cleavage) and underwear, including when sitting. Clothing must not be see-through and students must not have exposed tattoos or body piercing. Pyjamas are not allowed in the hallways or common areas, unless covered by a full robe.

Sound systems may be used (except during nightly quiet time) as long as they do not interfere with other students' rights to study and sleep, and they do not disturb the general peace and quiet of the boarding facility for others.

Boarding students must abide by the College rules regarding the use acceptable use of mobile phones, computers, electronic games and televisions. Students are responsible for and liable for the contents of text messages or images which they send from mobile devices. Such items deemed to be of a violent, pornographic or offensive nature will be subject to disciplinary measures, which may include suspension and/or recommendation for expulsion from Midleton College. Students are responsible for and liable for comments posted on social media. Such items????

Daily Routine:

Each student is responsible for waking up at required times and for arriving punctually at meals, classes and school activities.

Each student is responsible for his/her own personal hygiene and being considerate of other boarders and dorm-mates by showering regularly and using everyday hygiene products.

Boarding students may not have pets in the boarding dormitories.

Decorating Dormitory Rooms and Damages:

Students may decorate their dormitories following these guidelines:

Students are required to use good judgment in their choice of decorations. The teaching and household staff, the Boarding Heads and administrators have the right to remove room decorations they feel are offensive or inappropriate.

The possession of alcohol containers and their use as decoration is strictly prohibited.

Students may not alter permanent fixtures which have been built into the room, or permanently attach items to the walls or furniture, or remove any furniture.

Damages resulting from placement of decorative items will be charged to the responsible student.

All damages to the boarding areas should be immediately reported to the boarding staff. Repair costs for any such damage will be charged to the student responsible.

The Household Manger and Boarding Heads will inspect rooms for damages at the end of each term.

Security, Inspections, and Dormitory Housekeeping:

Security, occasional room inspections and good housekeeping are important aspects of the best operation of the Boarding area. Students' dorms can be inspected by the boarding staff at any time. Room inspections may include opening desks, bureaus, closets, trunks etc. While the boarding staff respect student privacy, circumstances may occasionally require a complete and thorough dormitory area search.

Students' dormitories must be kept clean and in an orderly fashion. Beds must be made daily, and clothing must be off the floor and properly stored. Floors must remain clear of all clutter and the bathrooms kept in an orderly condition.

No perishable foods or dirty pans, dishes, or food containers may be left in the students' dormitories.

Due to fire safety regulations, a student should at no time be inside his/her dormitory with the door locked. Doors should only be (and must be) locked when students leave the rooms every day for classes, or when they leave for home or off-campus trips.

Likewise, due to fire safety regulations, the burning of incense or candles or the lighting of any kind of fire is strictly prohibited in the student rooms and hallways.

When students leave their rooms for more than a few minutes, all lights and other electronic devices must be turned off.

Bicycles are allowed only with parental permission. Students are responsible for locking their bicycles in the College Cycle Park and keeping them secure. Helmets are required for all bicycle riders.

Boarding students are expected to respect 'Lights Out' times established by the Boarding Head and live-in mentors, and remain in their dormitories.

Students must follow laundry procedures as instructed by the boarding staff. All clothing must be labelled with the student's name or initials.

Passports, large amounts of money and exceptionally valuable items should not be kept in the student rooms. These should be given to the boarding staff for safe keeping. Each boarding student is provided with a lockable locker.

Boarding students must adhere to emergency warnings (such as Fire Alarms) and follow the instructions of the boarding staff on duty.

Daily Meals:

Breakfast is served each morning in the Dining hall on a 'buffet style' basis. On weekdays students eat a two-course lunch in the dining hall. Attendance at all meals is always required.

Quiet Times:

For nightly quiet times after Lights Out the noise levels must be so minimal that sleep is not disturbed (only whisper, open and close doors and windows slowly and carefully, use house shoes and take soft steps).

Weekends:

Attendance for weekend boarding must be confirmed by the student or parents/guardians by 2.00pm on the Thursday of each week. Boarding students may only be granted permission to stay in the house of a friend or another student if confirmation has been received by fax or email from both families concerned by 2.00pm on Thursday of the week concerned.

Holidays:

There will be no supervision available in the boarding area during the October/November half-term, Christmas holidays, February half-term and Easter holidays.

Disciplinary Measures: Cooperation Between Boarding Staff and Parents/Guardians:

Students who do not follow these boarding guidelines will have meetings with the boarding staff. Additional duties, detention, Saturday detention and a possible revoking of certain privileges can be the result of these meetings.

Written confirmation stipulating the results of the meetings and the expectations with regard to the student's future behaviour will be agreed upon and signed by the student and a member of the boarding staff. Written confirmation will be sent to parents/guardians.

Disciplinary Measures Leading up to and Including Expulsion:

If boarding guidelines continue to be violated, the student may have to serve a suspension from boarding for up to five school days. A suspension will necessitate a meeting with the parents/guardians (if possible) and the student, preferably at the start of the suspension. An agreement between the student, his/her parents/guardians and the boarding staff will be written and signed by all parties involved. Travel expenses (if any) in connection with a suspension shall be charged to the student's account.

The final measure is expulsion from Midleton College which occurs following a decision of the Board of Management on recommendation from the Principal.

Grounds for expulsion are, by way of examples, repeated violations of the boarding guidelines or a serious violation such as prohibited drug use, violence, vandalism or theft, sexual harassment, mental or physical abuse.

Cooperation Between Boarding Staff and Parents/Guardians:

We encourage contact between the boarding staff and parents/guardians in matters relating directly to their children's academic progress and safety/security at Midleton College.

Phone numbers and other contact information for the boarding staff and Teacher Duty phone are made available to parents/guardians.

In addition to the various meetings and the ongoing written communication, the boarding staff will provide parents/guardians with written reports on the student's progress as boarders at the end of each term and distribute them with the school reports.



Simon Thompson

Principal

Midleton College

www.midletoncollege.ie



August 2014

I have been provided with the Midleton College Boarding Objectives and Regulations.

I have read this document.

I understand the policies and procedures outlined within this document and will adhere to them for the duration of my time as a registered student of Midleton College.

SIGNED: _____ **DATE:** _____
Student

PRINT NAME: _____

SIGNED: _____ **DATE:** _____
Parent/Guardian

PRINT NAME: _____