

# Boarding at Saint Kentigern

For Boys and Girls in Years 9-13

Saint Kentigern College is an Independent Presbyterian school offering a premium education and boarding facilities for boys and girls in Years 9-13 (ages 13-18).

The College is located on a large, picturesque campus bordering the Tamaki Estuary, 16 kilometres from the centre of Auckland. Our students enjoy world class teaching and learning facilities in an outstanding setting.

At Saint Kentigern College, your child can expect the very best education, taught by a dedicated team of staff who embrace our values and family atmosphere. Our boarders enter a homely environment where it doesn't take long to discover the benefits that living on campus can bring; they are actively involved with many aspects of College life, learn independence and form strong friendships that last a lifetime.





### Bruce House Handbook

Bruce House aims to provide a safe and caring environment for boys and girls whose circumstances require that they should board. Boarders are encouraged to reach their potential in academic, sporting, cultural and leadership aspects of school life.

By involvement in the many activities available to boarders and the camaraderie that comes from shared experiences in a communal environment, boarders will develop a strong sense of common identity and school spirit.

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### Bruce House Contact Details

At Bruce House, your child's daily welfare is our greatest priority. Should you have any concerns, please do not hesitate to contact a member of the Bruce House duty team.

Postal address: Bruce House

Saint Kentigern College

PO Box 51060 Pakuranga Auckland 2140

**Duty Office:** Phone: (09) 577 0749 (ext. 9714)

**Duty Mobile:** Phone: 027 2720469

(Available from 7.00 am - 10.30 pm)

**Boarding OLE:** See College Boarding page on OLE for additional information

\*Parents and visitors please report to Duty Staff when visiting Bruce House.

# Welcome to the Bruce House Community

We extend a warm welcome to all families of the Bruce House community.

If this is your first experience of boarding, there will undoubtedly be major changes in lifestyle for you and your son or daughter. We hope the transition to life at Bruce House is a smooth one and that your child will quickly appreciate the benefits that living on campus can bring. Boarders are first and foremost members of Saint Kentigern College but, at the heart of it, they belong to Bruce House. The challenge for both new boarders and those returning is to become fully involved in the life of the College. They soon learn that Saint Kentigern does not finish at 3.30pm each day. To be a boarder is to assume a special identity; a boarder cannot help but be fully involved and in doing so, their commitment to the College becomes total. Our boarders come from many parts of

New Zealand and the world, yet they find a home in the House and develop a sense of belonging that will last a lifetime.

Duty staff are all caring, highly experienced professional staff within the College who understand the needs of students living and studying away from home. They expect a high standard of behaviour from boarders and courtesy and co-operation are insisted upon. Boarders develop independence and good self-management which, coupled with the tolerance they learn living alongside others, means many make ideal College leaders in their senior years.

We always look forward to meeting our boarders' families and warmly welcome you to visit but we do ask that all visitors to Bruce House report to the Duty Staff on arrival.





### Boarding at Saint Kentigern College

Set in beautifully landscaped gardens on expansive grounds with superb views across the waters of the Tamaki Estuary, boarders at Saint Kentigern College enjoy some of the best 'real estate' in Auckland!

For over 50 years, generations of boys have enjoyed the benefits of boarding at Bruce House, our small, friendly hostel on the College campus. Since the beginning of 2011, the College has also offered purpose-built, onsite boarding facilities for girls. The demand for girls' places has been high and continues to grow as families come to recognise the benefits of brothers and sisters boarding together at the same school.

A comfortable living environment and a quiet place to work are essential when studying away from home. Our boarders enter a welcoming family community where they are supported by a team of skilled and caring staff.

### Being a boarder

It doesn't take students long to discover the many positive social, academic, and co-curricular outcomes that boarding can bring. Boarders become closely involved in every facet of College life and are often active participants in the many sporting and cultural activities on offer.

Academically, boarders have real advantages; 'prep' time each evening provides a supervised 'quiet' time for homework and study, and duty staff are always available to assist with their work. For many, this makes a significant difference to their learning progress.

Boarders have access to the College's first-class sporting facilities so they can spend their free time enjoying games, or swimming in the summer. Many of our boarders are also active participants in our performing arts programme. Whether it's early morning sports practices or evening rehearsals, boarders can easily timetable these with their academic studies without the stress of added travel time to and from school.

Bruce House has long played an important role at Saint Kentigern College; a place where boarders become part of a family of friends and caregivers while away from home. The bonds and friendships formed last long beyond their College years. Saint Kentigern boarders leave with a strong sense of who they are. They make life-long friends and develop leadership skills and independence as they work and live alongside students of all ages and cultures.

There are many reasons why families choose boarding for their child. Traditionally, boarding schools catered for students who lived beyond the city limits, where the distance was too great to travel each day. Today, about half of our Bruce House Boarders live within daily commuting distance of the College, taking advantage of the immense benefits boarding can bring.

#### International Students

International students are a hugely valued part of the Bruce House community. Being at Bruce House enables these students the opportunity to gain internationally recognised New Zealand qualifications. International students adapt quickly and very much embrace the benefits of studying in New Zealand. Our international students are very well assisted by our Head of International Students at the College.



### Boarding at Bruce House

Bruce House provides a safe and caring environment for students whose family circumstances require that they should board.

Our boarders are encouraged to participate and maximise their potential in academic, sporting, cultural, service and leadership aspects of College life. Through their involvement in the many opportunities available, and the camaraderie that comes from shared experiences in a communal environment, our students develop a strong sense of common identity and school spirit.

#### **New Boarders**

Leaving home and starting boarding school can be a difficult time for both students and their families. Every child experiences homesickness and for some younger students, it can be traumatic and last for some time. Homesickness can be lessened by maximum involvement in House activities and wider College life.

Duty staff endeavour to organise activities to keep the boarders busy and help them settle quickly. We encourage new boarders to make the effort to participate in as many of these activities as possible.

### **Expectations**

The rules for day-to-day living are clearly defined and fairly enforced with consideration given to the need for individuals to be self-respecting and self-disciplined young people. Although we strive to create an atmosphere similar to home, having over 80 boarders means that there are rules put in place for everyone. Adherence to the rules of the House and respect for others ensure that the years

at Bruce House are happy ones and that the friendships made will last a lifetime.

Time is allocated each day for study. This time must be used wisely and in accordance with prep rules and procedures.

The years spent at secondary school are a time to experience different sporting, cultural and service activities. Boarders are in a unique position to participate in the many and varied extra and co-curricular activities offered at the College. There is an expectation that they do so.

#### Accommodation

Accommodation at Bruce House is provided in comfortable dormitories, double or single rooms according to the student's age and gender.

Junior boys are divided into dormitories whilst senior boys typically enjoy more room in their boarding houses with a designated common room area with kitchen facilities and a flat screen TV.

All the girls are housed together in one modern facility in twin or single rooms. Their house also contains a designated common room area with kitchen facilities and a flat screen TV. They also have a private garden area.

There is a general common room and recreation area in the Bruce House dining room for all students. This includes a television, pool table, table tennis table and facilities to make snacks and hot drinks. All students have their meals together in the dining room.

### Start of the Year Procedure

All new boarders and their families will be met by the Director of Boarding or Head of Girls/ Boys' Boarding at Bruce House on opening day.

Boarders will be sent a letter in advance advising arrival times to Bruce House and other relevant information.

### First School Day

After breakfast and our first Bruce House morning briefing at 8.15am, all boarders proceed to the College. Each year group meets with their Head of House in designated areas and students are allocated to tutor groups. Regular classes begin that day. New boarders will be taken down to school by an existing boarder.

### Holidays and Exit Weekends

During all holidays, students will be required to take all personal belongings home as the House

is often rented to groups in the holidays. Parents are encouraged to make travel plans well in advance for vacations. Early booking of overseas flights is essential to minimise disruptions to school time. Requests for permission to leave earlier than the end of term date must be applied for via 'Leave Requests' on the OLE.

Please note that the House closes for Easter weekend (if not during the April holidays), Queen's Birthday weekend and Labour weekend. There will also be one exit weekend each term when all students are required to leave the House. You will be given advance notice of when these occur.



**BOARDING OVERVIEW** 

### Daily Routine

### The daily routine is as follows from Monday to Friday:

6.45 am Wake up7.00-7.45 am Breakfast

8.15-8.30 am House meeting8.30 am Leave for school8.40 am School begins

1.00 pm Lunch in dining room1.30 pm Return to school

**3.30-5.00 pm** Co-curricular practices or free time. Boarders are permitted to visit the

shopping centre after school on set days of the week.

**5.45 pm** Dinner (Wednesday is Formal Dinner)

7.00-8.30 pm
8.30 pm
9.15 pm
9.30 pm
9.30 pm
9.4 per Perp (Monday to Thursday)
9.5 pm
9.6 per Perp (Monday to Thursday)
9.15 pm
9.11 Device Collection
9.30 pm
9.30 pm
9.4 per Perp (Monday to Thursday)
9.15 pm
9.2 per Perp (Monday to Thursday)
9.16 pm
9.2 per Perp (Monday to Thursday)
9.17 per Perp (Monday to Thursday)
9.18 pm
9.2 per Perp (Monday to Thursday)
9.10 pm
9.2 per Perp (Monday to Thursday)
9.10 pm
9.10

**10.30 pm** All seniors in own rooms – bed or study.



### Prep and Study

Prep is from 7.00 – 8.30 pm every weekday night (excl Friday).

Boys in Years 9 to Year 11 use the dining room for prep whilst the boys in Years 12-13 are allowed to study in their room. Years 9-10 girls study in the Upper Villa common room. While Years 11-13 study in their rooms. Prep time each evening provides supervised 'quiet' time for homework and study. Duty staff are on hand to assist students with their work and for many, the chance to be able to ask older students for help as well makes a significant difference to their learning progress.

### Leave

### Leave is permitted to boarders on a regular basis.

The procedure for leave is as follows:

- All Leave is applied for, approved, and recorded on Orah (software package)
- At the beginning of each year, or when a new boarder starts at Bruce House, boarders, parents/caregivers of the boarder are registered with Orah.
- Once a parent/caregiver has registered on Orah, all requests for leave will result in them receiving a text or email with details of the request for leave.
- Parents may also request leave for their child directly on Orah.
- Leave will only be approved by staff once confirmation has been received via Orah that the parent/caregiver has approved that leave.
- Requests for Weekend Leave, Advanced Leave, Holiday Leave and Sick Leave can all be done on the boarder's laptop and phone.
- Weekend Leave must be applied for by 10pm on Wednesday evening.
- Parental approval for Weekend Leave must be given by 12 noon on the Thursday prior to the weekend request.
- Spot leave maybe granted at the duty master's discretion for unforeseen events.
   Here the duty staff must sight the parent/ caregiver when they collect the student and enter the leave manually on Orah.
- The final decision to grant leave is at the discretion of the duty staff and Director of Boarding.

There is an iPad kiosk in the main Foyer of Bruce House and another in the Girls Villa. After school Quick Leave and Plaza Leave are all logged via these iPads. Students are also required to sign in via these iPads upon their return to Bruce House.

### Plaza Leave

The Pakuranga Plaza is a shopping complex located a short walk from the College. Junior boarders are allowed to visit on Mondays and Fridays only. Senior boarders are allowed to visit any day after school until 5.30pm, as well as during weekends. All boarders must sign in and out using Plaza Leave via Orah before departure. Boarders must be dressed in school uniform while at the shopping centre on weekdays, with the exception of Friday afternoons.

No Boarder should leave the grounds of the College without approved leave.





### Pastoral and Welfare

Boarding is a way of life. Our aim is to ensure that our boarders are busy and have maximum involvement in many activities on offer at Saint Kentigern College. All boarders are encouraged to interact with each other as much as possible to develop a sense of camaraderie within the House.

### **Tutor Groups**

The Pastoral Care Programme at the College divides students into tutor groups. This aims to create an open, caring environment with mutual support and respect between all members of the College community.

To give our senior students more responsibility, our Year 13 students, especially Prefects, provide leadership and support within these groups.

Any concerns about College life other than at Bruce House, should be directed to the Tutor in the first instance.

### House System

There are six Houses in the College: Chalmers, Cargill, Hamilton, Wishart, Stark and Wilson. Boarders are divided equally between these Houses for the purpose of full College pastoral care and friendly competition between the Houses at events such as athletics, cross country, swimming and House music. Students are required to purchase a House shirt as part of their uniform to be worn at Inter-House competitions.

### Chaplain/School Counsellors/ Student Futures Careers Advisors

The College is well staffed in these areas of pastoral care with a Chaplain, team of Counsellors and Career Advisors in our Student Futures department. These key staff can be approached for assistance in any personal matter either at Bruce House or by making an appointment during the school day.

### Chapel

All boarders are required to attend the Bruce House Chapel service each term as well as their own House Chapel services. All families of boarders are invited to attend these services. The Bruce House Chapel is held at Bruce House and families are welcome to stay for supper afterwards. College House Chapels are held in the Chapel.

### College/Bruce House Reports

College reports are available for viewing online via the OLE portal. Interim reports are also posted online via the OLE. A Bruce House report will also be sent out to parents via the OLE at the end of Term One.

#### Meals

A well-balanced diet is provided for the Bruce House students, including breakfast, morning tea, lunch, afternoon tea and dinner. The students at Bruce House represent many different nationalities and some have specific dietary needs. Our catering service endeavours to solve the challenge of catering to such a diverse range of palates with tasty, nutritious meals suitable for the active teenage lifestyle. Bruce House is proud to be part of the Taste Life Healthy Choice nutrition programme.

#### Contact with Home

We understand the importance for students

to make regular contact with their families. In today's age of modern communication, contact can be made with ease as all students have notebook computers and mobile phones.

### **Electronic Devices**

Bruce House offers both internet and intranet access through wireless access for personal notebook computer users in the dining room, Villas, Lodge and Manse.

An email account is set up for all students which allows them to communicate with both family and friends. Printers are also available for the boarders to print their schoolwork and other assignments.

We recognise that mobile phones are important for boarders to keep in contact with their families, however, please note that students are not permitted to use mobile phones during the school day, during prep or after lights out. The College cannot accept responsibility for loss or damage to these phones.

Students in Years 9-11 will have ALL their devices locked in a security cupboard between 9.15pm and 7.15am each day. They are not permitted to take their mobile phones down to school during the school day and hand their phones in again at 8.15am each morning.





### Accomodation at Bruce House

With the marvellous vista of the Tamaki Estuary, sail boats and Rangitoto visible from many of the bedroom windows, our boarders enjoy one of the best sea views in Auckland!

Our younger male boarders (Years 9-11), room together in small groups in the Quad dormitories. For these boarders, their 'own space' is created with half-size walls. They share a common recreation area in the main Bruce House dining room.

In Years 12 and 13, the male boarders usually move into the Lodge or the Manse where they have single, twin or quad rooms. Communal living areas include televisions, comfortable furniture and a small kitchen area for preparing snacks and hot drinks.

Girls from Years 9-13 are in the Villas, a separate facility that offers comfortable single or double rooms with study space, and their own communal recreation area with a television and kitchen.



## Life at Bruce House

The Bruce House community has long been regarded as 'the heart' of Saint Kentigern College.

Boarders are closely involved in every facet of College life and they develop lasting friendships and a strong sense of school spirit.

Saint Kentigern College has a truly outstanding setting on expansive grounds on the edge of the Tamaki Estuary.

Boarders enjoy comfortable facilities in beautifully landscaped gardens.

During their free time, boarders have access to the Sports Centre to use the gym, basketball and squash courts.

There is a covered tennis/basketball court outside Bruce House and during the summer, boarders are able to cool off in the College pool.

Boarders take full advantage of the chance to play sport, join music groups or become involved in College performing arts productions. They are quick to support each other and the rest of the College at fixtures and cultural activities.



































### Bruce House Formal Dinner

Each Wednesday night, boarders are required to wear their formal uniform and attend formal dinner.

This is the night that the boarders enjoy a full roast dinner, often with special guests in attendance.

At the end of each College year, Bruce House hosts their Annual Dinner with invited guests and parents to farewell the Year 13 boarders who are leaving and to announce the new Bruce House student leadership team for the following year.

This is a very special evening which includes boarders performing the Bruce House Haka and trophies being awarded to selected boarders.





### Recreation

Saint Kentigern College offers a wealth of co-curricular activities in both sports and the performing arts and boarders tend to be either active participants or engaged observers.

In addition to these College-wide opportunities, the boarders also have outings organised during the weekends.

There is also plenty of space to just 'chill out 'and be with friends, to watch television, read a book, talk to family, or play touch rugby, tennis, basketball, or volleyball in areas adjacent to Bruce House.

In summer, boarders also have access to the College swimming pool.

### Sport

Saint Kentigern College offers a wide-ranging sports programme. Boarders are encouraged to become involved in sports of their choice; however, it is compulsory for all boarders to join a winter sports team that represents the College.

### Performing Arts

The College has an extensive performing arts programme with many opportunities for students to be involved in music, dance, and drama. Many of our boarders are active participants in the College music ensembles, choirs, and stage productions. For those not

so keen on the limelight but still wishing to be involved, there are plenty of roles to play in lighting, backstage, set construction, makeup, and front of house. Whether it's early morning practices or evening rehearsals, boarders can easily timetable these alongside their other commitments without the added stress of travel time. Boarders are also taken to watch the College productions etc.

#### Weekend Activities

On most weekends there will be an activity available for the boarders to sign up for that takes them off campus in a supervised group for some fun. Examples of activities that may be available include movies, mini golf, lazer tag, mall visits and sports events.

#### **Outdoor Activities**

Outdoor education activities are provided for all students on the Year 9 camps and at Field Centre for all students in Year 10. There are other opportunities for students to join groups at the weekend through the Tramping Club and the Duke of Edinburgh programme.

### Our Expectations

To maintain our happy and safe environment at Bruce House, we have a number of House rules that must be observed and general standards of behaviour to be upheld. Prior to arrival at Bruce House, every boarder will complete a Bruce House Code of Conduct outlining our standards and expectations.

### General Standards

- Uphold the principals of the Bruce House Whare: Boarders are expected to uphold the guiding principles of the Bruce House Whare which include our foundation stones, the values upon which SKC and our whare is built: Love, Respect, Service, Integrity & Excellence; the Bruce House pillars of Gratitude, Humility and Contribution and the overarching concepts of Connection & Community which form our canopy. Upholding these principals allows for a sense of community to develop, it gives us a shared identity and sense of belonging.
- required to wear their school uniform correctly and with pride at all times.

  Outside school hours, casual clothing must be neat and well presented. Hair should be neat and well-groomed and clearly off the collar. It must be clean and combed regularly. Extreme hair styles and colour changes are not permitted. Duty staff may ask for students to get a haircut at their discretion. During the school week boys must be cleanly shaven and girls can only wear regulation jewellery. Girls hair must be tied up. Footwear and sleeved shirts must be worn at all times in the dining room. No

hats are permitted in the dining room.

- Consideration for others: Living
  in a communal environment requires
  consideration for others. This involves
  playing music at a volume that will not
  disturb others and not talking or any other
  activities after lights out. Respect for other
  people and their property is important at
  all times.
- Care of dormitory/room: Beds need to be made and rooms tidied before House meeting each weekday. Each boarder is responsible for looking after his or her personal property.
- Adherence to House routines:
   This involves reporting to all meals,
   meetings and school on time, correctly
   carrying out set duties and following leave
   policies.
- **Good manners:** Boarders must be polite and courteous at all times.
- Substances: Cigarettes, vapes, alcohol and drugs, including synthetic drugs of any sort are strictly forbidden at Bruce House. The possession or use of any of these by a boarder will result in his/her suspension or dismissal from Bruce House.
- Car use: Year 12 and Year 13 students

may bring a car to school with the Director of Boarding permission. Students wishing to do so should complete the application form. The parent/caregiver must countersign giving their approval and support of the contract made by the student. For legal purposes parents must understand that all responsibility for the student when they are driving is transferred to them and no longer is with Bruce House staff. The vehicle will be parked in the car park while it is here at the College. The College takes no responsibility for the car while it is here. You must have your own insurance to cover theft or damage. Students must hand in their keys to Duty staff when they arrive at the Boarding house. Keys will be kept by the Duty staff and only given out to travel home or to a designated destination.

#### **Prefects**

It is an honour for a boarder to be rewarded with a position of responsibility. Bruce House Prefects are appointed in Year 13 under the guidance of the Director of Boarding. They assist Duty Staff in the daily running of Bruce House.

#### Forbidden Items

- Motor vehicles of any sort (exception: those given authority to drive a motor vehicle. See Policy 4.15.1)
- TVs, fridges, cooking equipment
- Matches or lighters
- Tobacco or associated products
- · Vapes and vaping products
- Drugs of any sort including synthetic drugs
- Solvents and glues
- Indecent publications of any sort in print or electronic form
- Knives or weapons of any sort
- · Alcohol of any sort

- · Skateboards, in-line skates
- Fireworks
- Fans, Heaters & electric blankets
- Chewing gum
- Any item that may cause harm to others or may cause damage to College property.

#### Valuables

Valuables such as cash, passports etc. must be kept in the duty office safe. Do not bring expensive or valuable items to Bruce House unless necessary. Each boarder has an individual lockable cupboard in their dorm or room. The College does not accept responsibility for valuables (including phones and other electronic devices) that are not stored in the safe.

Personal contents insurance should be taken to cover the replacement of expensive items such as computers, phones etc.

Please permanently name all phones, computer notebook chargers, phone chargers etc.

### **Lost Property**

Each term Bruce House is left with a significant amount of lost property. To minimise this problem, all items brought to Bruce House must be clearly labelled.





### Uniforms and Stationery

The College Shop, Mungo's, is the only retailer of the College uniform.

New and second hand uniform and some footwear is available for purchase. Please note that payment for purchases may be made by cash, credit card or Eftpos or may be charged to the family account at the time the goods are collected.

Shop hours are Monday to Friday, 8.15am to 3.00pm during term time. Extended hours operate in December and January.

Please phone for opening hours during school holidays or if you have any questions regarding uniforms. Phone (09) 577 0746.

### Boarders' Clothing List

Parents are asked to ensure that their child has all items of College uniform as required. When you visit Mungo's Uniform Shop, you will be provided with a full and comprehensive list of uniform items which you will need to purchase.

Please be certain that your child has the correct footwear for both the summer and winter seasons.

### Casual Clothes

Boarders need good casual clothes to wear after school and to any non-school functions they may attend. Please keep casual clothes to a minimum.

#### General

- Casual clothing shorts, t-shirts, trackpants, sweatshirts, jeans (approx five changes)
- · Sports training clothing
- Swimwear (School pool is used after school & evenings in summer)
- V-neck singlet (winter must not show under uniform shirt)
- · Underwear, socks
- Sleepwear (PJ's)
- Cap, Sunhat
- Sports shoes
- Inside casual shoes
- Slippers
- 12 coat hangers (numbered)
- Shoe cleaning outfit (black nugget, brush)
- Toiletries Toothbrush, toothpaste, deodorant, moisturizer, hairbrush

#### **Bruce House Name Labels**

All clothing should be clearly marked with the student's Bruce House number label using the official blue and white woven label provided.

Clothing labels will be provided from the Admissions office and must be sewn on all items of clothing. The official blue and white woven labels supplied must be used as they last in the laundry. Please do not use marking ink, as it washes off in the laundry. Shoes and sports equipment can be labelled with ink.

### Labelling Clothes

Number labels should be sewn in the following positions only:

- Shirts/blouses/pullover/blazers

   inside collar
- Socks/stockings top (not on feet)
- Underwear top back by label
- Shorts, trousers, and skirts top back

Shoes, sandals, sports gear, etc. must also be numbered and named. The numbers are absolutely essential because laundry is returned to boarders by way of numbered laundry boxes.

**Please note:** marking ink is not suitable for clothing.

### Laundry

The on-site laundry handles all washing requirements. Clean laundry is available for collection daily (Monday – Friday).

Special arrangements are made for specific items of clothing which cannot be subject to industrial washing and drying e.g., thermal underwear, knitwear, and other delicate fabrics. Details for these arrangements should be obtained from the laundry staff.

#### **Linen and Towels**

Bed linen and towels are provided. Please supply a duvet and duvet cover and 2 x named and numbered towels for sports and swimming.

### Stationery

Prior to the start of the College year, you will be sent a stationery list and instructions on how to make an online purchase for any stationery required. It is possible to have this sent to the main College reception and collect this when you arrive in New Zealand.





### Money Matters

### Pocket Money and Banking

Large sums of cash should not be given to new boarders arriving at Bruce House. All students should have a bank account at the ASB, BNZ, ANZ or Westpac Trust, all of which have branches in Pakuranga and they should learn to manage their own money. An account where parents can make transfers to their child's account is a good idea.

### **Account Charges**

It is possible to allow students, who have their parents' approval, to charge items to their fees accounts. These would include such items as the cost of weekend activities, prescriptions and school trips or activities.

#### Insurance

Please check with your own personal effects insurance policy to see what cover you have for items at boarding school. Expensive items such as laptop computers may need to be specifically insured. The school's policies do not cover any items that are lost or stolen.

### Breakages

It is Bruce House policy to charge boarders for replacement costs when damage to windows, lights, wardrobes etc. occur due to carelessness.

### Medical Care

### College Health Form

The Health form will be emailed by College Admissions and must be completed and returned prior to starting at the College. The Health form is shared with the Director of Boarding and the College Health Centre.

#### **Immunisations**

Please ensure these are up-to-date and records and dates of these are provided on the Health form.

### College Health Centre

If a boarder is unwell during the school day, they can visit the College Health Centre which is staffed by registered nurses.

### **External Medical Centre**

If a boarder requires a doctor's appointment, duty staff can make an appointment for them at the following surgery:

Tend Pakuranga Medical Centre 13 Cortina Place, Pakuranga Phone (09) 09 300 5076

### **Medical Costs**

Parents must meet the costs of prescriptions, specialist treatment, x-rays, physiotherapy, and doctor's visits.

### **Prescribed Drugs**

If your child has prescribed drugs for asthma, allergies, or other conditions, please ensure they have an adequate named supply. Any controlled drugs must be handed in to Duty Staff and locked away in the Bruce House Health Centre. These drugs will be administered and recorded each day in the Controlled Drugs Register.

### Dental Care

If parents have difficulty making dental appointments for their children during the holidays, treatment can be provided by the dental clinic below.

Pakuranga Dental 175 Pakuranga Road, Pakuranga Phone: (09) 576 6720

**Mouth Guards** – If your child is playing contact sport, please ensure they have a mouth guard.



# International Students – Resident and Non-Residents

International students must have a Caregiver who is resident in New Zealand and can take full 'Parental' responsibility for the student e.g., approve leave requests, attend subject learning conferences with the students' teachers, oversee the care of student in the event of serious illness or accident and address any discipline issues. The International Caregiver Agreement must be signed by both the Parent and Caregiver.

All passports are checked, and student visas and student permits must be current. Medical and personal effects insurance is mandatory for all International students.

The Head of International Students provides support and advice to all International students. Academic and pastoral care support is also available, along with on-call emergency assistance. The Student Futures Department takes responsibility for all university/tertiary study liaison.

Likewise, New Zealand parents who travel or reside overseas must also appoint a similar Caregiver.





### Bruce House Prayer

Thou master carpenter of Nazareth Who with wood and nails hast wrought man's full salvation

Wield well thy tools in this thy workshop

That we who come to thee rough-hewn

May be fashioned to a truer beauty by thy hand.

Amen

### History of Bruce House

It was a strained but historic occasion on that Tuesday, February 2nd, 1954, when forty-six timid faces confronted the Headmaster and staff across the vast emptiness of the dining hall. Can you imagine it today? A silent meal! ... mud, bulldozers, noise but we survived those early years and established a pattern of life that has become the basis of Bruce House today.

Extract from 'The First Ten Years: An Historical Review 1953-1962'

The Saint Kentigern Trust was formed in early 1949 for the purpose of providing Presbyterian schooling in the Auckland province. The College site in Pakuranga was purchased in 1950 and the College opened three years later in February 1953. The boarding hostel, Bruce House, named after the Reverend David Bruce, a Presbyterian Minister in Auckland from 1853 to 1877, opened in 1954 with 45 boys.

When we look back at the early days, you can't help but admire the fortitude of the staff and

students who endured the sea of mud while the College and boarding house buildings took shape on those isolated, windswept fields of rural Pakuranga. Fifty years on and the suburbs have closed in around the campus, but the Bruce House boarders now look out on manicured grounds that sweep down to the Tamaki Estuary and across the Gulf to Rangitoto.

A million-dollar view in real estate terms! Today's boarders have their predecessors to





thank for much of the landscaping. Throughout the fifties, the boarders were organised to expend their energy digging gardens, laying paths, and providing a ready source of labour for much of the development around the College. All organised with a view to keeping boys away from home busy.

In 2011, the biggest change in 57 years occurred at Bruce House. For the first time girls were accepted into the boarding house. Sixteen girls and a live in Tutor moved into a refurbished Lower Villa. Much time was put into preparing for the girls' arrival and integration into Bruce House.

The reality has been that the change has been positive in every aspect. Just as brothers and sisters spend time together at home, so our girls and boys eat their meals together, socialise, play sport and support each other in their many endeavours. If a boarding house has a duty to resemble a homely environment, then having both boys and girls together and having male and female staff looking after them is a very natural and healthy environment to be in.

Today, the boarders are still encouraged to expend their energy but with quite a different focus. All the main sporting codes and cultural groups can count on their support, either as active participants or on the sidelines. It's here

that many of the strongest bonds are made and, for the boys and girls, friendships are a key feature of life in Bruce House. When you haven't got your own family around, friends and staff become a second family.

Bruce House has come a long way since its early years. In that time, many boarders have moved through the house, leaving with a strong sense that they have made friendships that will last a lifetime.





CONNECTION

GRATITUDE

H O BRUCE S E

COMMUNITY

HUMILITY

CONTRIBUTION

SERVICE INTEGRITY LOVE RESPECT EXCELLENCE

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### For Boys and Girls in Years 9-13

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