



Bandon Grammar School

Boarding Handbook

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Meet The Boarding Team

Houseparents



Stephen Gray
Roundhill House



Alison Shaw
Richmont House

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Boys Boarding Team

Ciaran Rijks-Weidner
Denis Collins
Jack Buss
James O'Donovan
Shane Sherlock

Girls Boarding Team

Aoife Foran
Grainne O'Shea
Jenny McLaughlin
Katie Tamarisk McCormack
Shona Hayes



Boarding at Bandon Grammar School

At Bandon Grammar School, we are incredibly proud of our strong history of boarding. We pursue academic excellence while fostering a community where learning and personal growth extend beyond the school day. Lifelong friendships thrive, and our alumni cherish their experiences for years to come. Bandon Grammar School is located 20km from Cork airport in the beautiful West Cork. There are hourly bus services that pass the school connecting students to Cork city and to links to Dublin airport.

Applications to boarding:

Applications for 5 and 7 day boarding are made by completing the admissions form on the website. Contact will then be made by the admissions office for any further information needed, to pursue the application. A minimum stay of one year in boarding is required; shorter admissions cannot be accommodated.

Guardianship:

Bandon Grammar School requires that all students whose parents live overseas, irrespective of age, have a Guardian appointed for the duration of their enrolment. It is the role of the Guardian to act on behalf of the student's parents. The Guardian serves as a representative of the student's parents, maintaining contact with both the school and the family while offering additional support during the student's time in Ireland.

The appointed Guardian can be a family member, a family friend, a guardianship agency, or another responsible adult based in Ireland, as authorised by the parents. It is the parents' responsibility to select a suitable Guardian, and the decision rests solely with them.

Some responsibilities of the Guardian are as follows; this is not an exhaustive list:

- **Liaising with the School:** Guardians maintain communication with the school regarding the student's academic progress, pastoral care, and any concerns that may arise. They may also attend meetings or represent the parents when necessary.
- **Providing Additional Support:** They offer emotional support, guidance, and encouragement, helping the student adjust to boarding life and a new cultural environment if applicable.
- **Emergency Contact & Decision-Making:** Guardians act on behalf of the parents in case of emergencies, such as medical issues or disciplinary matters, ensuring timely decisions are made in the best interest of the student.
- **Accommodation During Holidays or sign out:** If the student is not returning home for mid-term breaks, holidays, or is signing out for a weekend, the Guardian may arrange suitable accommodation or host the student themselves.
- **Handling Practical Matters:** This can include assisting with travel arrangements, ensuring the student has necessary supplies, or helping with administrative requirements such as visas or medical appointments.

Overall, a Guardian plays a crucial role in providing stability and support, ensuring the student is safe, well-cared for, and able to thrive in their boarding school environment



Visas:

Responsibility for Visas and required documentation is that of the parents before arrival at Bandon Grammar School.

Full prepayment of fees is a requirement for Non-EU Visas to be accepted.

For International students, if a letter to get a PPS number or Visa/Embassy letter are required please email office@bgsmail.ie

Apply for an Irish PPSN number at gov.ie: [How to get a Personal Public Service \(PPS\) Number](#)

Arrival & Boarding Life:

Boarding Checklist:

Due to limited storage space and the need to consider others, students should be mindful of the amount of clothing and shoes they bring. As students wear their uniform from 9 AM to 4 PM each day, excessive casual clothing is not necessary. Seven-day boarders should note that they will have the opportunity to visit Cork City on the first weekend of term to purchase toiletries and other essentials. To ensure rooms remain organized and uncluttered, we recommend that students bring only one large suitcase, keeping their belongings manageable and space-efficient.

- ☐ Uniform & School shoes
- ☐ Casual clothes (Including active wear and shoes and one swimsuit)
- ☐ A warm, water resistant coat
- ☐ Nightwear and warm jumpers
- ☐ Laundry basket and mesh laundry bags
- ☐ Towels
- ☐ Duvet & Pillows (These can be supplied by the school at a cost. If you are interested contact admissions@bgsmail.ie)
- ☐ Flip flops/sliders for showers
- ☐ Toiletries (No aerosols are permitted in the boarding house)
- ☐ Any regular medication you take. (Over the counter medication can be supplied by the Nurse so you do not need to bring your own supply.)
- ☐ Chargers and devices
- ☐ Pencil case & Stationary
- ☐ Your own hairbrush-no sharing!
- ☐ Hot water bottle
- ☐ Formal outfit for events, e.g. Christmas Dinner
- ☐ Adapter plugs
- ☐ Weekender bag
- ☐ Water bottle

Optional Extras:

- ☐ Dressing gown
- ☐ Tissues for bedside locker
- ☐ Face cloths



- ☐ Stain remover, e.g .Vanish Power Gel
- ☐ Slippers/Fuzzy socks
- ☐ Favourite snacks
- ☐ Lip balm/hand cream for dry cold winters
- ☐ Thermal layers to wear under uniform in winter
- ☐ Hair dryer, straightener, etc.
- ☐ Airbuds/Headphones
- ☐ Loads of hair ties
- ☐ Thermal takeaway cup for hot drinks, etc.
- ☐ Hats, scarves
- ☐ Books

Uniforms are available from Kevin Bowens in Bandon. A full list of uniform items can be found [here](#)

Booklists are available [here](#)

Boarding Staff:

Boarding staff at Bandon Grammar School are a dedicated, hard working and caring group, many of whom are past pupils and were boarders. Staff operate *in loco parentis*, meaning they take on the responsibilities of a parent while students are in their care. They provide guidance, supervision, and emotional support, ensuring students feel safe, valued, and at home within the boarding community. From overseeing daily routines and academic progress to offering pastoral care and encouragement, boarding staff play a vital role in students' well-being. They work closely with parents and Guardians to maintain clear communication and uphold a nurturing environment where students can thrive both personally and academically.

Boarding staff can be contacted by email or WhatsApp. The boarding phone isn't monitored during the school day so for any pressing matters contact can be made with boarding staff via email or through the office.



Rooms & Dorms:

Students are organised into dormitories ranging from 2 to 6 beds. They will share a dorm with other students in their year group in order to help students integrate and build rapport with one another.

Boarders are expected to keep their dorms clean and tidy. Each morning, they should make their bed and ensure the floor space in the room is clear.

Snacks are of course permitted by students, but we would ask that they are kept in a Tupperware box in the students' bedside lockers.

Students will each have a pin board above their bed on which they can decorate it as they wish.

Posters/pictures may not be hung up on the wall with Blue Tac/Sellotape.

The hanging of LED lights or mini fridges in the dorm are not permitted.

We do this to ensure the longevity of the standards of the dorms and would appreciate your support and understanding on this.

Daily Routine:

Morning Routine:

Breakfast is served in the canteen from 8:00am to 8:30am. Students must attend breakfast in full school uniform with their school shoes on. No slippers, slides or Uggs are permitted. Girls may return to their dorms after breakfast, but they must be in class at 9:00am. Consistent lateness to class by a boarder will result in their dorms being locked after breakfast. Dorms are expected to be left tidy. Students should ensure

- No clothes are on the floor
- Shoes are organised neatly
- Beds are made
- Dishes and cups are returned to the kitchen.

During School:

For student safety, coded locks are in place on the doors of the dormitories. Students have their own code to access the dorm areas. Boarders are not permitted to enter the boarding house during the school day and entrance doors and dorms will be locked.



Students need to ensure that they are bringing all items they will need for the day including PE and sports gear, school books and chargers.

While devices such as iPads and Laptops are not a requirement during the school day, the majority of students notes are online on Teams. If student has access to their own device during supervised study that may be preferable for the student. There is access to laptops in the school should the student require it.

Doors to the dorms will be locked from 8:45am until 4:00pm.

They will again lock from 6:20pm until 8:30pm.

If students are signing out early during the day, they are expected to take their belongings with them in the morning and store them in their locker. They will not be able to gain access to the boarding house during the school day. If students are ill, they must report to the School Nurse for assessment and do not have permission to go to or stay in their dormitory.

Meals:

In Bandon Grammar School we are incredibly grateful to our dedicated and talented kitchen staff who offer students a variety of meal options throughout the day. Any allergies or dietary requirements can be discussed with the kitchen staff and they will ensure allowances are made for students.

Boarders must sign in for all meals to the Staff on Duty.

If a boarder is going to be late, they must make Boarding staff aware, this can be done by simply texting the Boarding phone.

Similarly, if they are going to be late back to school and will be requiring dinner it is the student's responsibility to let boarding staff know of this in a timely manner so that a late dinner can be arranged for them.

Note - we have a number of students with allergies, therefore nut products such as Nutella are not permitted on the school premises for the safety of all students.

Caffeinated drinks such as Monster and Red bull are not permitted by students.

Supplements such as whey protein are also not permitted on campus.

Meal Schedule:

- Breakfast is served from 8:00am to 8:30am.
- Lunch is served throughout the school day
 - o 12:40pm - 1:20pm for 1st, 3rd and 5th year
 - o 1:20pm - 2:00pm for 2nd, 4th and 6th year
- Dinner is served from 5:30pm to 6:00pm.

A tuck shop is open at 4pm daily during the week should students wish to purchase snacks.



A small snack & tea is provided for students during their break in prep.

Extracurricular Activities:

We are incredibly lucky in Bandon Grammar School to be able to offer a wide range of extracurricular activities.

Our after-school activities run for 4:15pm to 5:15pm giving students time to get back for dinner.

We would strongly encourage boarders to get involved in at least one of the many activities that take place after school. This gives students a wonderful opportunity to make new friends and to grow and challenge themselves during their time with us.

Students not participating in after school activities may relax and unwind in their dorms during that time.

A detailed list of the 2024/2025 activities can be found here:

[BGS Extra-Curricular Activities 202425.docx](#)

Supervised Study - Prep:

Monday – Thursday

Prep is compulsory for all boarders and is supervised by a teacher.

Students may only leave prep with permission from staff on duty. In the case of a student receiving grinds during prep time, an email to Boarding staff is required so that they may sign out students from prep during that time.

Students are expected to make productive use of their time in prep and respect the learning of students around them. Talking and misuse of devices (Netflix, YouTube, gaming etc) in prep is strictly prohibited and is subject to sanction. The use of headphones in prep is not permitted.

Boarders are expected to dress appropriately for prep. Students in slippers/pyjamas/crop tops/Nike pro shorts for example will be asked to go back to their dorms to change.

Repeated offences of wearing inappropriate clothing to prep will result in students being asked to wear their uniform to prep.

Junior Prep

6:30	1st Prep <u>begins</u> at 6:30 so students are expected to be seated at 6:30 not arriving at 6:30.
7:15	Prep break.
7:30	2nd Prep restarts at 7:30 so students are to be seated at 7:30
8:15	Form 1 & 2 Students finish prep



8:20	3rd Prep for Form 3 (and Form 1 & 2 who opted in) restarts. This time can be used as 'collaborative time' students may work in groups to complete homework/projects etc. Students may have their phones during this time provided it is being used for school work.
9:00	Prep finish

- Prep takes place in the Lecture Theatre.
- Ensure that you have all your required materials as between breaks you will not be permitted to leave, this is to encourage organisation and personal responsibility in students.
- Students should endeavour to make a bathroom stop on the way to prep.
- Music practice Timetable will be organised and hung in the Hall. You may only go to music if it has been discussed with and timetabled by Ms. Shaw.
- Students will be assigned a seat and are expected to sit in this seat every day for prep.
- Mobile phones for all students are expected to be handed up at the beginning of prep.
- If work needs to be submitted on Teams students can do this during their break or during collaborative time from 8:20.
- **The use of headphones during prep is not permitted.**
- Form 1 and Form 2 Students have access to COWs for full duration of Prep. Students may bring them across from room 311 in the baskets.
- Form 3 students may use their own devices for the duration of prep.
- If a Form 1 or 2 student is found to be using the device for anything other than schoolwork/Teams, their access to their device will be revoked for the rest of prep.
- If a Form 3 student is found to be using their own device for anything other than schoolwork/Teams, they will be assigned the use of a COW for the rest of the week.
- Continued misuse of device will be reported to Mr. Gray for the boys or Ms. Shaw for the girls and will be subject to sanction.
- At the end of Prep students are expected to remove all books, throw all rubbish in the bin and place chairs and tables back where they should be.

Transition Year Prep

6:30	1st Prep <u>begins</u> at 6:30 so students are expected to be seated at 6:30 not arriving at 6:30
7:20	TYs selected to help with tea/biscuits may go to the canteen and get organised.
7:45	Prep break.
8:00	2nd Prep restarts at 8:00 so students are to be seated at 8:00
8:30	Prep finish

- Prep takes place in room 303 downstairs in the Deane building.
- Anyone found to be watching movies/series/football matches etc on their device will have permission for use revoked.
- Students who are helping with biscuits/tea may leave prep to prepare at 7:10pm. They are expected back to prep after tidying everything up by 8:10pm

Senior Prep

6:30	1st Prep <u>begins</u> at 6:30 so students are expected to be seated at 6:30 not arriving at 6:30
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7:45	Prep break
8:00	2nd Prep restarts at 8:00 so students are to be seated at 8:00
9:00	Students may finish Prep and return immediately to Boarding houses.
9:05	3rd Prep for students who opted in restarts. This time can be used as 'collaborative time' students may work in groups to complete homework/projects etc. Students may have their phones during this time.
10:00	Prep finish

- Prep takes place in English classrooms upstairs in the Williams building.
 - Ensure that you have all your required materials as between breaks you will not be permitted to leave.
 - Students should endeavour to make a bathroom stop on the way to prep.
 - Music practice Timetable will be organised and hung in the English corridor. You may only go to practice music if it has been discussed with and timetabled by Ms. Shaw.
 - Students will be assigned a classroom and a seat and are expected to sit in this seat every day for prep. These arrangements are subject to change depending on student behaviour.
 - Mobile phone use is expected to be related to schoolwork; social media usage may result in phones being confiscated for the duration of Prep.
 - Devices are permitted by all students. **The use of headphones is not permitted.**
 - Anyone found to be watching movies/television series/football matches etc on their device will have permission for use revoked.
 - At 9pm each room will be dismissed by teacher on Duty ensuring that classroom is tidy, chairs & desks are returned to normal and rubbish is removed
- Students finishing prep at 9pm are expected to present to Night Staff by 9:10.

No student has permission to return to their dorms during prep time.

If students continuously struggle to organise themselves and forget items required for prep, Boarding Staff will spend some time with them helping them to organise their items and discuss different methodologies to help them to organise themselves in the correct and responsible manner for study.

Friday Prep:

1st to 4th years will be accompanied by a boarding staff member to the Sports Complex for some recreational time on a Friday. If students have work that needs to be completed, they may stay in prep.

5th and 6th years will have prep in the English rooms in the Williams Building from 6:30pm – 9:00pm.

Music Practice:

A timetable for music practice will be made for students at the beginning of term. Allocated times and locations will be assigned to students who are taking music as part of our peripatetic music programme. This practice will take place during Prep times and students are expected to use the time for what it is intended for.

If boarders are taking music lessons outside of school and require a slot to practice during the week, contact via email should be made by parents with the respective Houseparent and students will be accommodated.



Nighttime Routine:

Mobile phone use is permitted throughout the day in the boarding house. We do ask that students are mindful of use and do not take photos within the dorms.

However, junior students are not permitted to have their phones at bedtime during the week. iPads, laptops and tablets are also to be handed up. Due to this we would recommend the purchase of an alarm clock for students for their morning time alarm.

There are phone holders available that each student can place their phones into and place in the locker. There are limited charging sockets available so we would encourage students to try and charge their phones before they hand them up.

The night time digital handover mid-week occurs fifteen minutes before lights out as follows:

- 1st year: 9:45pm
- 2nd Year: 9:45pm
- 3rd Year: 10:00pm

Sleep is especially important for health and wellbeing. With the busy daily schedule of Boarders, it is important that they get enough sleep. Respect of others and their needs is an integral part of life in Bandon Grammar School, so we ask that students respect and adhere to the bedtime set for each year.

Students are to be in bed, with their pyjamas on, phone handed up and teeth brushed at bedtime. Bedtime is not the time to begin doing the nighttime routine and we ask that pupils respect this.

Night staff will report to each dorm to ensure that students are in bed in their own rooms and lights will be turned off by night staff at the following times:

- 1st Year: 10:00pm
- 2nd Year: 10:00pm
- 3rd Year: 10:15pm
- 4th Year: 10:30pm
- 5th Year: 10:45pm
- 6th Year: 11:00pm

Each night there is two boarding staff on call in each house should a student require anything.

There is also a Nurse that is on call should a student require assistance. We would ask that students who take regular medication in the evening report to the Nurse before 10pm.

Weekend and Free-time :

Weekends:

5 Day boarders leave by 5:00pm on Friday afternoon and return on Sunday after 6:30pm and before 9pm.

Students must sign in with staff upon their arrival back to the boarding house on Sunday.

Some students opt to not return until Monday morning. The boarding house is open from 8.00am.



Occasionally, a 5-day boarder may wish to stay in for a weekend. If this is the case, please let the respective boarding house know, by Wednesday of that week so that accommodations can be made.

7 Day Boarders stay in the boarding house for the weekends.

- Should a 7 Day Boarder wish to sign out with a family member for part of the weekend, the Houseparent must be notified by email by the parent or Guardian. This email must be received by Wednesday evening at 6pm before that weekend and the student must be picked up in person by that family member.
- If 7 Day Boarders wish to sign out at the weekend but are not signing out with a family member they must sign out for the full weekend, the same as a 5 Day Boarder. Students must sign out by 5pm on Friday afternoon and thus do not have permission to return before 6:30pm on Sunday. An email from parents or guardians must be received by Wednesday evening at 6pm before that weekend. The email should contain information about where the student is staying. Students are not the responsibility of the school while they are signed out like this.

For students staying in boarding over the weekend, trips and activities are organised by the dedicated Students must sign in with staff upon their arrival back to the boarding house on Sunday. Students must sign in with staff upon their arrival back to the boarding house on Sunday. boarding staff. These trips generally happen after lunch on a Saturday afternoon and see students back on campus for dinner in the evening. Students from 1st to 4th year must partake in these activities. These trips offer students the opportunity to see the beauty of Cork in their time here while also bonding with the other students in 7 Day Boarding. Generally one trip a month will be organised to Cork City for students should they need to get anything.

After the Mid-term break 6th year students have the option to stay in school for supervised study from 12:00pm to 4:30pm. Otherwise they must attend the trip.

Students do not have permission to be in the boarding house while the staff are away on an activity.

Some weekend activities include:

Trips to Cork City	Hiking Lough Eyne	Rock climbing	Paintballing
National Park in Killarney	Ziplining	Self Defence Classes	Cinema Trip
Mahon Point Shopping Centre	Ice Skating	Bowling	Mini Golf
Trampoline Park	Visit to Blarney Castle	Surfing	St. Patricks Day Parade
Kayaking	Laser tag	Kickboxing	Trips to the beach

Weekend Prep:

Saturday:

On a Saturday 1st to 4th Years must present from prep from 11:00am to 12:00pm. The second hour is optional for these students. This takes place in the lecture theatre.

5th and 6th Years must be present in prep for the two-hour duration. This takes place in the English Rooms.

Sunday:

Supervision in the English Rooms is available for study from 2:00pm to 4:00pm on Sunday afternoon.

This is not compulsory.



Signing Out:

- **Boarding Time (4:00 PM – 9:00 AM):** Any issues, absences, or sign-outs during this time should be communicated via email or text to the Houseparent of the respective house.
- **School Time (9:00 AM – 4:00 PM):** Issues should be reported through the office, and all absences/sign-outs must be processed through the **VShare app**.
- If a student is signed out between **9:00 AM and 4:00 PM**, it must be done via **VShare**. If the absence extends beyond 4:00 PM, the Houseparent must also be notified by email.

Midweek Sign-out:

1st to 4th Year students do not have permission to sign out of the school property unless picked up and accompanied by a parent/Guardian.

5th Year students have permission to sign out of the school property one evening after school. Students must return to the premises and present at dinner by 5:30pm.

6th year students may sign out in the evening after school and must return on time for dinner at 5:30pm.

Weekend Sign-Out:

1st to 4th Year students have permission to sign out with boarding staff on Sunday after 9am to go to Bandon. Students must return to school and present at lunch.

5th and 6th year students have permission to sign out in the morning and between mealtimes on Sunday.

Students do have permission to leave campus on a Sunday morning if they wish to attend Church. This is important that students communicate this with boarding staff so that they can be accommodated.

Students who are continuously late for mealtimes after signing out may have their permission to sign out revoked.

No boarders are permitted to return to the Boarding House under the influence of alcohol, nicotine or other illegal substances. If we discover that this is the case students will be suspended from boarding. We cannot take responsibility for a student in this condition.

Under no circumstances is a student to be missing from boarding without permission. This is a risk to the student and causes great distress and worry among the Boarding Staff.



Student Support:

At Bandon Grammar School, we recognize that adjusting to boarding life can be challenging, and homesickness is a natural part of this transition. Our dedicated staff provide compassionate care, fostering a warm and inclusive atmosphere where students feel at home. Open communication, regular check-ins, and encouragement to stay connected with family help ease the adjustment. Boarding and day staff work together to ensure seamless, well-rounded support for every student.

Strong partnerships between parents and boarding staff are key to student well-being and success. Regular updates and open dialogue keep parents informed, while opportunities for involvement—through meetings, visits, and ongoing communication—help maintain a close connection between home and school. By working together, we create a supportive and enriching environment where students can grow with confidence

English Language Support

At Bandon Grammar School, students for whom English is not their first language are supported through our English as an Additional Language (EAL) course, taught by qualified teachers. This structured program helps students develop their language skills in reading, writing, listening, and speaking, ensuring they gain confidence and fluency in English. For students staying longer than one year, the course is optional after their first year. The EAL program is offered to overseas students and billed separately.

As part of the course, students have the opportunity to sit the internationally recognized Cambridge exam in May, which provides an official certification of their English proficiency. This qualification is highly regarded by universities and employers worldwide, enhancing students' academic and career prospects.

To prepare for this, students will complete a mock exam at Christmas, another in March, and the final exam in May.

Additionally, students who wish to take the IELTS exam for entry into European universities will also be supported. IELTS is widely accepted by higher education institutions and is essential for those planning to study in English-speaking environments. Achieving a high IELTS score demonstrates strong academic English skills, improving university admission prospects and future career opportunities

Respect & Responsibility:

At Bandon Grammar School, we foster a culture of mutual respect and personal responsibility. Our students are expected to uphold school values and be courteous towards staff and peers. Positive behaviour is encouraged, and any issues are handled with a focus on learning and growth. Due to the large numbers of students in boarding it is essential that boarders adhere to and cooperate with boarding staff in following the rules.

- Minor infractions may lead to earlier bedtimes or additional responsibilities.
- Recurring issues are discussed with parents to find supportive solutions.
- In rare cases, in-house or temporary suspension may be required for serious matters.



Students are expected to be at breakfast prior to 8.20am, students who are late will be on kitchen clean up duty for that day. Repeat infractions will result in dorms being locked in the afternoon.

Students who are talking/out of bed after lights-out will be given an earlier bedtime for the next night.

Students who have been late to dinner consistently or who have been misbehaving during Prep time may be given evening chores. This could consist of cleaning the common room in the boarding house and emptying the dishwasher as an example.

Three sanctions from Staff will result in a bad report being issued to Parents.

Continued sanctions will result in referral to the Principal.

Behaviour:

In-house suspension:

The suspended boarder may remain in boarding but does not attend school, this is generally the case for a 7 day boarder. They report the McCutcheon hall for the day where they are expected to hand up their phone and bring work to be completed.

An internal suspension is a 1-day suspension.

Full Suspension:

A full suspension will see a boarder being removed from boarding for a period that is dependent on the offence. The boarder may not stay in the boarding house or school.

Numerous suspensions and breaches of the school code of conduct may lead to the removal of a student's boarding privileges.

Please refer to our Code of Behaviour published on our school website.

Lost Property:

All students' belongings must be clearly labelled with their name to help prevent loss or confusion. While we strive to create a secure environment, we strongly advise students not to bring valuable items to school, as these can be easily misplaced or forgotten. The school cannot accept responsibility for lost or missing valuables, so we encourage students to only bring essential items and take care of their personal possessions.

Laundry:

Laundry facilities are available for seven-day boarders, while five-day boarders are asked to bring their laundry home each week.

To ensure clothing is easily identifiable, all items must be clearly labelled. Students should keep their dirty laundry in a designated laundry basket to maintain tidiness in their rooms.

For those using the laundry service, we recommend net laundry bags, as they help keep items together and prevent loss between the washer and dryer. These bags can be purchased online, including on Amazon. Detergent is supplied by the school so students do not need to supply their own.



Medical Information:

All parents must complete a medical form before their child arrives in the boarding house. In line with our admissions policy, it is expected that all questions are answered fully and completely. Omission of previous health issues could be grounds for removal of boarding rights. This process is vital to ensure the best care can be given to students under our care.

Medication:

If a boarder is taking regular medication, they must hand it in to the Nurse. The Nurse will take responsibility for the safe keeping of the medication. The student may then go to the Nurse for administration of the medication. This includes over the counter pain relief. Students are not permitted to have in their possession pain killers or anti-inflammatories without flagging and discussing with the Nurse. This is to help ensure the health and safety of all boarders in our care. With parental consent and providing there are no allergies that staff are aware of, over the counter medication will be administered by the Nurse or boarding staff should students require it.

Boarder illness:

Boarders should report illness to boarding staff or the Nurse.

We would request that parents refrain from signing students out if they are sick unless they intend to come and pick up the student. The qualified staff Nurse will make an assessment on whether the boarder is fit to attend school that day.

If a 5 Day boarder is deemed too unwell to attend school arrangements will be made with the parents to come and pick that student up and bring them home.

If a 7 Day Boarder is deemed too unwell to go to school, they will be given space in the sick bay and monitored by the Nurse.

Contact Details

For further information please feel free to contact:

Richmount Girls House at richmount@bgsmail.ie

Roundhill Boys House at roundhill@bgsmail.ie

For information about enrolment and admissions at admissions@bgsmail.ie

