



## Silver Fern International School Boarding/Home Stay Program

1. **Student Eligibility:** Starting from PYP 4, students are eligible for the boarding/home stay program. An application including academic records, health reports, and emergency contacts is to be submitted by the parents or guardians. Each application undergoes an evaluation by a committee before final acceptance.



2. **Location and Transportation:** Our student housing is strategically located in Makmai Village, which is about 5 minutes away from the school. To ensure student safety and prompt arrival at school, all boarding students will utilize the school bus service for daily commuting.
3. **Living Arrangements:** Each home in Makmai Village can host up to 6 students of the same gender, providing each with a comfortable and ample space. Exceptions can be made for siblings, who may stay together irrespective of their genders.
4. **House Parent:** Each home will be overseen by a house parent who has undergone thorough background checks and training in childcare. Their duties include supervision of morning routines, ensuring safety, providing guidance on schoolwork, and fostering a positive living atmosphere.
5. **Meal Provision:** Lunch and dinner will be catered by the school cafeteria. House parents are responsible for managing breakfast and ensuring students maintain a healthy diet. Dietary restrictions or allergies must be promptly reported to both the school and the house parent.
6. **Life Skills Education:** The program incorporates essential life skills, such as hygiene, self-care, and basic chores. House parents will guide and monitor students to ensure responsible performance of these tasks.
7. **Study Support:** House parents will assist students academically in the evenings by helping with homework and reinforcing independent learning. Specific study hours will be scheduled every evening to maintain academic focus.
8. **Safety and Well-being:** Ensuring student safety is our highest priority. The school, in collaboration with the house parents, will enforce necessary safety measures. Both the school and house parent will provide 24/7 emergency contact numbers to students and parents.



9. **Code of Conduct:** All students are expected to follow the school's code of conduct, maintaining a respectful and positive home environment. Any infractions, like bullying or harassment, can result in severe disciplinary actions, including expulsion from the program.
10. **Communication with Parents:** The school will maintain open and regular communication with parents or guardians, providing weekly updates on the student's academic progress, behavior, and overall well-being.
11. **Leisure and Recreational Activities:** In addition to academic activities, leisure and recreational activities will be scheduled regularly. These activities, supervised by house parents, promote balanced development.
12. **Part-time/Full-time Boarding:** SFIS offers options for either part-time boarding (in which students return home on the weekend) or full-time boarding. Fees for meals, etc., are charged accordingly to cover their costs. For those who choose full-time boarding, a range of supervised activities and outings will be provided on the weekends.
13. **Medical Care:** All students must have updated medical records on file with the school. In case of medical emergencies, house parents will coordinate with the school nurse or a nearby healthcare facility to ensure the student receives appropriate care.
14. **Privacy:** Students' privacy will be respected at all times. House parents will foster an environment of respect for personal space and belongings.
15. **Curfew and Visitation Hours:** A curfew will be in effect to ensure students get adequate rest and maintain a regular schedule. Additionally, visitation hours will be set for when students can receive guests. All visits must occur in common areas with the house parent's knowledge.
16. **House Rules:** Each home will have specific house rules in alignment with the school's policies. These will consider the students' cultural, religious, and personal sensitivities and will be communicated to them at the start of their stay.
17. **Complaints and Grievances:** The school has a robust system in place for addressing complaints and grievances. Students can report any issues about the house parent or other students directly to the school administration, ensuring a quick and fair resolution.

The intent of these policies is to create a safe, nurturing, and conducive environment for learning and personal growth for every student in the boarding/home stay program at Silver Fern International School.