

SACRED HEART COLLEGE BOARDING HOUSE REQUIREMENTS

COURAGEOUS HEART.
SACRED HEART.



It is worth noting at this stage that Boarders generally bring too much with them. The result is that at the end of the year, parents/caregivers have to bring a small truck with them in order to get all the gear home!

| Guideline of essential items required: | Personal items allowed in Boarding House/rooms: |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Thongs / Runners <input type="checkbox"/> Pyjamas – 3 pairs (or appropriate sleepwear) <input type="checkbox"/> Underwear (note: only one laundry wash per week) <input type="checkbox"/> Tissues <input type="checkbox"/> Casual clothing (including appropriate wear for Mass/Socials) <input type="checkbox"/> Dressing gown (if desired) <input type="checkbox"/> College school bag <input type="checkbox"/> 4 towels <input type="checkbox"/> 2 sheet sets (fitted/flat) (mattress protector is supplied) <input type="checkbox"/> 2 pillowcases <input type="checkbox"/> Quilt and quilt cover <input type="checkbox"/> Pillow <input type="checkbox"/> Toiletry requirements – deodorant, comb/brush, soap etc <input type="checkbox"/> Black Shoe polish <input type="checkbox"/> Dirty clothes hamper (small to fit under student desk) <input type="checkbox"/> Bathers <input type="checkbox"/> Small personal water bottle <input type="checkbox"/> Plastic container with lid for food items to be stored/sealed | <ul style="list-style-type: none"> <input type="checkbox"/> Stereo/speaker – small <input type="checkbox"/> Personal Fan with protective blade guard <input type="checkbox"/> (small - desk-top size only) <input type="checkbox"/> Digital clock <input type="checkbox"/> Mobile phone <input type="checkbox"/> 4-outlet power board with 10 amp cut off <hr/> <p>Items NOT allowed in Boarding House/rooms:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Double adaptors of any kind <input type="checkbox"/> Electrical equipment that has been adapted/tampered with <input type="checkbox"/> Electric blankets <input type="checkbox"/> Electrical cooking items, e.g. kettles/frypans etc <input type="checkbox"/> Fridges <input type="checkbox"/> Portable heaters/air conditioners <input type="checkbox"/> Inappropriate reading material – discs/software/magazines <input type="checkbox"/> Any products that contain nuts |

ELECTRICAL ITEMS

Sacred Heart College is required by WHS law to ensure that all electrical equipment used on campus is safe for use. College Executive takes electrical safety very seriously by regularly testing Residual Current Devices fitted to all buildings on campus, and by testing and tagging all electrical equipment (except for desk top computers) on site. The College will perform testing of electrical appliances that students bring into the boarding house (within the permitted guidelines above) in the first week of the school year.

It is the student's responsibility to:

- make the equipment available on the nominated day of testing at the beginning of the year
- ensure any electrical item brought in after the 'nominated test day' is taken to the Boarding House Supervisor to arrange for testing (this includes brand new items purchased)
- not tamper with electrical items (eg removing guards from personal fans)

Double adaptors of any kind are **not** permitted in the Boarding House due to inherent risks with their use. Most rooms have two or three double power points, however if extra access to a particular power point is required then a portable power-board may be used, provided that it:

- has no more than four power outlets,
- has a 10 amp cut off,
- is presented for testing along with other electrical equipment, and
- is positioned so as to protect it from risks from spills (fluids, metal clips etc)

Boarding House rooms will be inspected on a regular basis to ensure compliance. Electrical equipment that has been tampered with in any way, or found without a testing tag will be confiscated by Boarding House Staff. Your co-operation in supporting the College to mitigate electrical risks is sought and appreciated.





NAME LABELS FOR CLOTHING

Labelling is a free service that is offered to boarders. Name labels **must be on all items** of casual and school clothing and bedding. Shoes should be marked on the inside. Socks and underwear/delicates **must** also be labelled (even though they are washed in a net bag). The Laundry has a Labelling Machine which prints and presses the name label onto clothing. **We recommend that you do not purchase iron-on labels from other outlets, e.g. retail shops/Uniform Shop, as these tend to peel off and laundry marking pens fade.** For questions regarding the labelling system, please contact Donna Summers (Laundry Manager) via (08) 8350 2544

It is most important that all items are labelled so that they can be returned quickly. Throughout the term, Laundry Staff gather a significant amount of unnamed clothing. At the end of each term, any clothing that is unnamed will be handed back to the Uniform Shop or donated to St Vincent de Paul Society.

LAUNDRY

All laundry is done on the school premises. Each student needs his or her own laundry hamper. The hamper should be small enough to fit under the student's desk. A mattress protector and a net bag for socks and jocks is supplied from the Laundry.

The Laundry (ph. 8350 2544) is open from 8.30am to 4.00pm Monday and Tuesday, and from 8.00am to 1.00pm on Wednesday.

There is also a washing machine/dryer provided in each Boarding House for boarders use. This machine should only be used for emergency situations when the Laundry staff are not on site, not for big loads of school uniforms and sports gear. **It is compulsory for school uniforms and bedding** to be given to the Laundry for washing/drying.

Dry cleaning of blazers will be arranged by the Laundry staff at the end of Term 2 and 3.

CLOTHING REQUIREMENTS

Boarders are to maintain a neat and appropriate standard of dress. This applies especially to all evening meals and to Mass. All matters of dress code are at the discretion of the Boarding House Staff. Inappropriate logos, graphics and written material on clothing should be avoided and may be confiscated and sent home.

Due to Child Protection/Safety Requirements, all Boarders must wear top & bottom clothing when moving around the Boarding House including to and from the shower areas.

UNIFORMS

The wearing of a uniform is a requirement of all students attending the College and is a prerequisite to attending classes. All College uniform requirements are available from the College Uniform Shop. Boarding families can also apply for a monthly credit account to facilitate the purchase of school uniform items without the necessity of parents/caregivers always being present. Please see the enclosed **Credit Application Form.**

