

HOSTEL STUDENTS – EXPECTATIONS, TRAVEL AND EXEAT PROCEDURES

Hostel General Rules:

- No smoking, alcohol or prohibited drugs are permitted on site. No student (whether under or over 18 years of age) is permitted to consume alcohol whilst under the care of hostel staff.
- No males and females in each other's bedrooms.
- Any form of violence is unacceptable, whether physical, verbal or other.
- Exeat – all procedures of the exeat system are to be followed. No exeat is approved until signed by the hostel manager.
- Students are required to complete the Sign In/Out sheet every time they leave and return to the hostel. If plans change the duty manager should be advised by text or phone call.
- Curfew times are as follows:

Sunday to Thursday nights	10.00pm
Friday and Saturday nights	No later than midnight (the time will be set at the supervisor's discretion)

Students are expected to be in their rooms preparing for bed at these times.

Consequences of breaking General Rules:

The consequences of breaking any of the General Rules range from grounding (gating) to denial of exeat leave, through to suspension or expulsion from the programme if the misdemeanour is deemed serious enough. Misdemeanours are assessed on a case-by-case basis. Serious disciplinary action is decided upon by the Hostel Disciplinary Committee.

The student is accountable to the hostel group of students and staff. Students are responsible for living within the operating procedures to the best of their ability. When it is evident a student is not doing this, they are required to undergo discussion with the staff and/or students to plan how the student's problem can be overcome. Should the problem continue, the student's place in the programme will be reviewed.

Car and Travel Policy:

Hostel students are discouraged from bringing their own vehicle to the hostel. If a student does bring their own vehicle it will be parked in the unit garage and the keys handed to the hostel manager. The vehicle may then only be used at the discretion of the hostel manager.

The college is responsible for hostel students travelling in vehicles during college activities. Beyond that we are not prepared to accept any responsibility for car or vehicle use. That responsibility remains with the parents. Hitch-hiking is not acceptable. If hostel students drive another student's car whilst in Wanaka they do so at their own risk, and we do not encourage this.

Students may travel within a 20 km radius of Wanaka. To travel further afield than this, a fax, email or phone call is required from parents. Hostellers may travel with other students, but must use public transport for mountain travel in Term 3.

Exeat Guidelines:

Purpose:

The "exeat" offers hostel students a "home environment" with local families to develop friendships and provide an opportunity to give some social freedom and provide a break from hostel life and fellow hostellers. Exeat will only occur on Friday night and when it does not conflict with other priorities at the hostel.

Exeat is a privilege, not a right.

All expectations and guidelines will be based around:

1. Safety
2. Respect

It is all about making safe decisions and choices within the rules.

EXEAT PROCESS

Overnight exeat (leave) from the hostel can be obtained by completing the following steps:

- Application forms in by 7.00pm on Wednesday evening
- Parents of hostel students are to make contact with local families. Once they are happy with the arrangements they are to contact the Hostel manager providing their approval for the exeat.

All exeats are granted at the hostel manager's discretion.

Guidelines for Hostel Students:

You are expected to:

- Respect the family and their rules.
- Remember “safety” at all times.
- Be present for a meal and show an appreciation for hospitality given by the host family (eg. thank you card, box of chocolates).
- Inform the host parents of your plans for the evening and how you can be contacted.

If you are found to be negligent with regards to safety and/or respect of the exeat system, the management of Mount Aspiring College reserve the right to take necessary disciplinary action.

Guidelines for Local Students:

- Exeat is a fantastic opportunity to get to know hostel students within the context of family life.
- Your responsibilities are as follows:
 - To be a “responsible” host;
 - To make sure the hostel student comes home with you (even if you want to stay out later);
 - To contact your parents immediately if plans change.

Guidelines for Local Host Families:

You should:

- Be given all necessary information from the Hostel Manager (via an email attachment) on expectations, guidelines and safety factors – including information on the use of vehicles by hostel students.
- Receive from the hostel manager a list of contact phone numbers (ie. supervisors, students, hostel director).
- Expect hostel parents to be given details of the exeat approval, host family names and contact details.
- Expect the hostel student at your home for dinner and provide any information on boundaries etc. at that stage. This should include returning to your home after an evening out and not staying anywhere else, or returning to the hostel.
- If there is a breakdown in any arrangements made, contact the hostel manager on Fridays or the assistant hostel manager on Saturdays (contact details below).

Hostel Manager: Duncan Miles Tel: 03 443 7153 Fax: 03 443 7135 Mobile: 027 355 9920 Email: hostel@mtaspiring.school.nz	Assistant Manager: Catriona Kearsley Tel: 03 443 9227 Mobile: 021 704 611
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