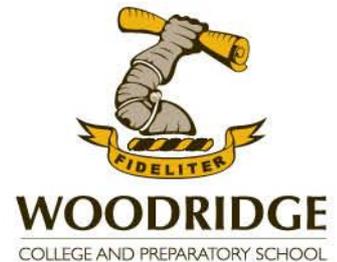


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16th January 2020

Dear Parents

*A daughter is the happy memories of the past, the joyful moments of the present, and the hope and promise of the future.
~ Author Unknown.*

A warm welcome to all parents, old and new!

So, your daughters have all survived the first two nights in Carter Residence and set off this morning with another hot day predicted ~ some with butterflies in their tummies and some with great excitement written all over their faces and some still rubbing the 'sleepies' out of their eyes 😊 We hope you all survived too!!

Carter Residence is a happy and homely environment, where the girls need to feel comfortable, manage their time efficiently and make the best of boarding school life. There will be times when there are tears and uncertainty, but please be assured that both Cindy and I are very approachable and will always do our best to ensure that your daughters enjoy their stay in Carter.

Should you have any queries, big or small, please do not hesitate to contact us.

Please take special note of the following:

I. Weekend Arrangements

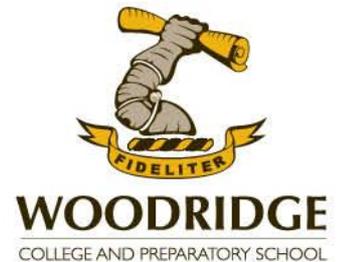
- Please can all correspondence regarding weekend arrangements be e-mailed to maxime.bird@woodridge.co.za
- The girls will notify Maxime by Tuesday evening as to their plans and parents need to confirm these by Wednesday 14h30.
- Weekly boarder's parents must send a once-off e-mail to inform us that their daughter/s will be going home every weekend, unless otherwise communicated.
- If an email has not been received with regards to weekend arrangements, your daughter will be kept in for the weekend.
- If they are going to someone else's house for the weekend, their host parents must also notify Maxime by e-mail no later than Wednesday 14h30.
- If you are not happy with your daughter's weekend arrangements, feel free to email us with any queries.
- Lastly, if your daughter is only going out for the day (Sunday), I still need your permission and confirmation from whoever she is going to.

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2. Cellphones

- Cellphones will be collected during Prep time (18h45 – 20h30) from Monday to Thursday.
- The girls may use their cellphones between 20h30 and lights out. At bedtime, the dorm senior shall collect the phones and Cindy or I will lock the cabinets and the phones will be returned in the morning. Please do not try to contact your daughter after the times specified below, as they should be sleeping.
 - Lights out times:
 - Grade 8 & 9 – 21h15 / Grade 10 & 11 – 21h30 / Grade 12 – 22h00

3. Early morning

- There are a few simple rules in the hostel, which the girls must adhere to. Most of them should apply to their homes as well, so should not be too difficult to follow.
- The Demerit system will only apply to hostel for major offences (i.e. bunking out, smoking etc.) and that will be added to girls' personal file through the MIC of Discipline.
- For minor 'hiccups' the girls will receive an early morning, which will be held on a Thursday morning from 05h30 – 06h30. During this time, the girls are given 'light' chores to do in the common room and are supervised by the Senior on duty. The girls are required to dress in Number Ones for the day and may only change after supper. **Girls may not go out on a Wednesday evening if they have an 'early morning'.**

4. Going off Campus

- If your daughter is going home during the week, please inform us immediately and preferably before she leaves the grounds.
- All girls are required to sign out when they go through the school gates, regardless whether they are using school or private transport.

5. Medication

- Girls may not keep any form of medication, without permission from us. All prescription drugs are to be handed in and we will administer daily.

The school terms are always so compact with academic, cultural, sporting and hostel obligations. Every grade has different demands and the girls will have to manage their time efficiently, but we are confident that your daughters will all settle down fairly easily, once they are used to the daily routine and that Carter Residence will soon become their 'home away from home'.

Kind regards,

Maxime Bird
maxime.bird@woodridge.co.za
084-547-6777

Cindy Botes
cindy.botes@woodridge.co.za
083-653-7046

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