



MICHAELHOUSE

09 February 2021

Dear Parents

TRAVEL AT MICHAELHOUSE

Departure Guidelines

In selecting Michaelhouse as your son's school, parents not living in the vicinity of the school accept the fact that travel is necessary and will mean that some boys get home just a few hours later than others.

I write to you in this regard as requests for early departures put the Housemaster in a difficult position and, while we do not want to be unreasonable, equally we need to be proactive in guarding the time needed for all the facets of a Michaelhouse education. We therefore appeal to parents to be thoughtful and considered around departure times. If leaving early is a necessity from a logistical perspective, the school will do what it can to accommodate this. Requests out of convenience cannot, however, in most cases, be accommodated.

Please direct all requests for early departure to your son's Housemaster. Concessions will be considered under the following circumstances:

- Connecting flights for international travel require a boy to depart early
- Flights to the airport closest to a boy's home are extremely limited and returning home would not be viable if the school was not prepared to accommodate this.
- Parents are present at a school-sanctioned function and it would not be logical or feasible to make two time-consuming trips to pick up their son. The pre-requisites for this concession would be that it does not compromise a boy's other school commitments and the departure time is after the school sanctioned event. Boys cannot get lifts home with other boy's parents in these instances.

The following requests will not be granted:

- Boys wanting to extend their holiday (away from home).
- Boys wanting a lift with a friend's parents who are at the school.

Please understand that we need to implement the above in order to be as consistent as possible.

We do not recommend that boys travel to airports in the dark, and we are therefore more likely to decline requests for departure outside of daylight hours. Please do not book flights leaving Pietermaritzburg airport before 10h30 or from Durban before 12h30. In exceptional cases, please contact your son's Housemaster.

End of quarter departures:

Quarter 1 and 2

Boys may leave on the date listed in the calendar as the last day of the quarter, but not before 08h30. There is a final assembly and Chapel service prior to this departure time. Buses to Airports, Johannesburg, Bloemfontein and Durban will depart at 08h30.

Quarter 3

The date listed in the calendar is the last day of the quarter, however, the outdoor education programme returns on the day before and boys will be allowed to leave with their parents on this day, but not before 15h00, or their group returns to school, (C Block boys have a Service at 16h00 after which they may depart). There is no final assembly and Chapel service on the last day of the quarter. Buses to Johannesburg, Bloemfontein and Durban will depart on the last day of term at 08h30.

Quarter 4

Boys may leave on the date listed in the calendar as the last day of the quarter, but not before 10h00. There is a final assembly, Chapel and Carol Service on this day prior to departure at 10h00. There are no buses to Johannesburg, Bloemfontein and Durban on this day.

Half term departures:

Quarter 1

The date listed in the calendar indicates the start of the half term break, a Thursday. In the case of the first quarter break there is an internal Prize Giving ceremony, no parents permitted, on the prior Wednesday, 17 February. Boys may depart after the Prize Giving ceremony with their parents. Boys cannot get lifts home with another boy's parents in either of these instances. Buses to Johannesburg, Bloemfontein and Durban will depart on the Thursday morning at 08h30.

Quarter 2

The date listed in the calendar indicates the start of the half term break, a Thursday. In the case of the second quarter break there is a D Block Open Day and there will be a school sanctioned function on the prior Wednesday. All boys may depart after this function with their own parents, boys cannot get lifts home with another boy's parents. Buses to Johannesburg, Bloemfontein and Durban will depart on the Thursday morning at 08h30.

Quarter 3

The date listed in the calendar indicates the start of the half term break, a Thursday. In the case of the third quarter break there is an E Block Open Day and there will be an Inter-House sports event on the prior Wednesday. All boys may depart after this function with their own parents, boys cannot get lifts home with another boy's parents. Buses to Johannesburg, Bloemfontein and Durban will depart on the Thursday morning at 08h30.

Michaelhouse will continue to book transport to and from the airport, as well as the advertised bus routes linked to Johannesburg, Bloemfontein and Durban. All transport bookings to and from Michaelhouse for half terms and and/or beginning/end of terms are required to be done via the transport portal at least 8 days in advance of half term and end of term.

Information relating to this process and any other queries can be obtained by contacting Nirvana Naicker on opsadmin@michaelhouse.org. A contact number 0605623954 is also available for transport queries and emergencies while boys are travelling.

We are grateful to you for your support for our transport and travel arrangements.

A handwritten signature in black ink, appearing to read 'Allan Laing', written over a horizontal line.

ALLAN LAING
DEPUTY RECTOR