



**Rockbrook
International**

Established in 1985

HIGH SCHOOL PROGRAMMES IN IRELAND

Information Guide for Parents and Students
- for EU & non-EU students



2021/22
August - May

Full Year and Semester Programmes
- *Private, Public & Boarding Schools*

HIGH SCHOOL PROGRAMMES IN IRELAND

Application Form

Student details:

First Name

Surname

Date & place of birth

School of origin

Passport / ID Card No

Male Female

Programme Details:

Chosen Programme: Complete:

Select:

Classic:

Type of School Public: Private:

Boarding (Complete only):

Full Year or Semester

Starting Period

Current Grade in School

Character Description

Personality

Hobbies

Family Details:

	Father	Mother
Name	<input type="text"/>	<input type="text"/>
Civil status	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>	<input type="text"/>
Profession	<input type="text"/>	<input type="text"/>
Tel (home)	<input type="text"/>	<input type="text"/>
Tel (mobile)	<input type="text"/>	<input type="text"/>
E-mail	<input type="text"/>	<input type="text"/>

Details of other children in your family

Name	Age	Year in school / occupation
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Medical information:

Has your son/ daughter ever had any of the following illnesses? If so, please specify when:

Mumps	<input type="text"/>	Rubella	<input type="text"/>
Chickenpox	<input type="text"/>	Rheumatic fever	<input type="text"/>
Measles	<input type="text"/>	Hepatitis	<input type="text"/>
Glandular fever	<input type="text"/>	Others	<input type="text"/>

If your son/daughter suffers from or has suffered from any of the following, please specify giving dates where appropriate:

Pneumonia or any pulmonary diseases (asthma, etc.)	<input type="text"/>
Heart conditions	<input type="text"/>
Diabetes	<input type="text"/>
Surgical operations (please specify)	<input type="text"/>

Does he/she have any audio or visual problems?

Has your son/daughter bed-wet in the recent past?

Has your son/daughter suffered convulsions? (please specify)

Does your son/daughter suffer from any allergy (please specify)?

Is he/she allergic to any medicines? (please specify)

Does your son/daughter have any learning difficulties?

Does your son/daughter suffer from hyperactivity (please specify)

Does your son/daughter have any psychological difficulties (please specify)?

Does he/she have any other illnesses not mentioned already?

Emergency Treatment Authorization

I, hereby authorize that, in case of emergency and threat to life, my child can be surgically operated on under the supervision and advice of the operating surgeon.

Signature of father / Signature of mother / Date

Parent Statement

I confirm that the above details have been accurately and honestly provided and that I am qualified to give parental consent.

I have been made aware that Rockbrook International has a Child Safeguarding Policy in place (more details at www.rockbrookinternational.com) and is committed to ensuring the safety of my child by having a:

- | | |
|---|---|
| <input type="checkbox"/> Code of Conduct (consent to which we have signed separately) | <input type="checkbox"/> Recruitment & Vetting Policy for leaders and helpers |
| <input type="checkbox"/> Designated Officer for Child Safeguarding | <input type="checkbox"/> Policy on Travel and Accommodation for Minors |
| <input type="checkbox"/> Policy on Image use for Marketing | <input type="checkbox"/> Disciplinary Procedure |

I understand that ROCKBROOK INTERNATIONAL EDUCATION is committed to ensuring that any information gathered in relation to its programmes meets its responsibilities as set out in the Data Protection Act 1998. I understand that ROCKBROOK INTERNATIONAL EDUCATION will store the above information on its programmes database for a maximum of 36 months before re-registering my child if still associated with it.

I agree that my child's inclusion in any photos/videos taken while participating in activities of ROCKBROOK INTERNATIONAL EDUCATION can be used for promotional purposes in the following settings only: [Please tick to confirm]

- | | |
|---|---|
| <input type="checkbox"/> ROCKBROOK INTERNATIONAL EDUCATION printed material (brochures, newsletters etc.) | <input type="checkbox"/> ROCKBROOK INTERNATIONAL EDUCATION website or social media platform |
|---|---|

Any third party use (e.g. other entities' websites or local press) will require prior consultation with a parent.

I understand in the event of injury or illness all reasonable steps will be taken to contact me, and to deal with that injury/illness appropriately. I will inform the appropriate persons of any important changes to my child's health, medication usage or additional needs and also of any changes to our address or phone numbers.

In the event of illness, having parental responsibility for the above named child, I give permission for medical treatment to be administered where considered necessary by a nominated first aider, or by suitably qualified medical practitioners. If I cannot be contacted and my child is in need of emergency hospital treatment, I authorise a qualified medical practitioner to provide emergency treatment or medication.

By signing and returning this completed form, I agree to the participation of my son / daughter in any activities for which ROCKBROOK INTERNATIONAL EDUCATION is responsible.

I have been made aware of ROCKBROOK INTERNATIONAL EDUCATION'S safeguarding procedures and the expectations of me as parent in supporting my child and have ensured that my child has been made aware of the Code of Conduct relevant to them and what to do if they are concerned about anything within the organisation.

Conditions of the Programme

In order to participate in our programme, Rockbrook International requires full agreement to the following conditions:

- Both parents must fully agree to their son/daughter's participation in our high school programme and must therefore sign this document jointly.
- As a general rule, Rockbrook International will not admit requests from a student's parents for a change of family in the first two weeks (except in cases where there is an urgent necessity to do so).
- If during the stay of your son/daughter in Ireland you wish to make a complaint about the host family, you must do so confidentially with Rockbrook International who will deal with the matter promptly. You should never make a complaint directly to the host family.
- In order to allow the student to adapt to the programme and to life in Ireland we ask that the student's family only make a maximum of two phone calls per week to their son/ daughter. Rockbrook International reserves the right to limit the number of phone calls made by the family abroad if it considers it to be hindering the integration of the student or causing undue upset to the Host Family. When we refer to 'the student's family' we include parents, grandparents, uncles, brothers, sisters etc., i.e. it is a maximum of two phone calls per week between them.
- For the same reason as in point 4 it is not recommended that the student bring too many digital gadgets. If the student has a mobile phone/iPad etc. and its use creates a problem either for the school or the host family by impeding the student's integration, we reserve the right to confiscate the device until they return home.
- Laptop computers: We recommend to bring a laptop computer or iPad for school work purposes. We can't guarantee that there will be Internet access in the host family house, but the majority have Wi-Fi capabilities. WARNING: Having a laptop can interfere with the student's integration in the family if used excessively.
- In the case of persistent bad behaviour in the school or host family, Rockbrook International reserves the right to terminate the student's participation in this programme.
- In the case of shoplifting or stealing from the host family, school or local store, we also reserve the right to terminate the student's participation in the programme. The student or his/her family may be required to make restitution in monetary terms to the appropriate parties.
- Any student involved in any use of alcohol, drugs or inappropriate sexual behaviour will be asked to leave the programme immediately.
- If the student decides to go home voluntarily or is sent home for any reason other than illness, they must understand that they may lose all fees paid.
- We reserve the right to decline a student based on a particular medical condition that would be problematic during their stay, e.g. enuresis (bed-wetting), ADHD, etc.
- Students must bring some elements of the school uniform from their own country. Rockbrook International will provide only basic elements of the school uniform (school jumper, tie, skirt etc.). Shirts, shoes, socks, sport clothing, dictionary, stationary, calculators etc. are not provided and must be brought by the student.

Image rights

Rockbrook International maintains its own website at the following address: www.rockbrookinternational.com.

Contained within the aforementioned website you'll find information relating to our International programmes and weekend activities. Such information can be presented in a number of different media platforms (web, social media, magazine, flyers, newsletters, videos, DVDs.....).

In our website and other Rockbrook International publications, it's not uncommon for photos, both individual and group, to appear which contain images of the students taking part in a variety of different activities.

Given that the rights to these images is the sole ownership of the person or persons appearing in such images, we, the Management, ask permission from the parents or legal advisors to be able to publish suitable images on our website or in social media where your son or daughter is clearly identifiable.

We promise not to display any image that we deem unsuitable and we have strict criteria in place to prevent this from happening.

I authorise that images in which my son/daughter appears relating to our programme and any weekend activities we organise can be displayed in official Rockbrook mediums of communication.

Date

Signature of minor & Print name of minor

Signature of Parent / Guardian