



Newtown School
Waterford

BOARDING HANDBOOK

2025/2026





Welcome Message

I am delighted to welcome you as a boarding student in Newtown School. Boarders play a central part in the life of the school and in return all of the boarders gain much from the full life experience that boarding provides.

Boarding in Newtown School aims to provide a safe and nurturing environment which promotes the welfare of each individual, and encourages their all-round development. We hope it is a place where each student feels secure, comfortable and accepted, and where they are encouraged to discover and reach their full potential.

I encourage all students to get involved in all aspects of school life and make the most of the opportunity of living and studying in a friendly supportive community. In doing so it is important that students respect the roles and needs of all others in the community, students and staff, allowing each other to shine and achieve without hindrance, so that boarding life can be a positive experience for all.

In Friendship,
Keith Lemon - Principal



Structure of Boarding at Newtown

- 07:30 Morning Call, followed by breakfast. All meals are taken in the dining room.
- 08:40 Morning Collect followed by classes until 13:05, when students take lunch. Classes resume at 14:05.
- 16:05 End of the school day. Students return to Houses. They may take part in any of the activities that are provided for all the students after school, such as drama, music activities, sports of various kinds, swimming, debating, etc.
- 17:30 Evening Meal.
- 18:30 Supervised Study ends at 20:15 for Junior students and at 21:30 for Senior students (break for snack 20:00 until 20:15).

Students relax after study and then return to their Houses where they prepare for bed.

Wednesday is a half day, which gives students time to enjoy sports and matches. Seniors may go to the city centre, Juniors may go to a local shop to buy anything necessary.

School Day Routine:

07:30 Wake up

08:00 Breakfast

08:30 Breakfast ends

TIME	Monday, Tuesday, Thursday, Friday	Wednesday
08:40 – 08:50	Collect	Collect
08:50 – 09:30	Period 1	Period 1
09:30 – 10:10	Period 2	Period 2
10:10 – 10:50	Period 3	Period 3
10:50 – 11:10	Break	Break
11:10 – 11:50	Period 4	Period 4
11:50 – 12:30	Period 5	Period 5
12:30 – 13:10	Period 6	Period 6
13:10 – 14:05 (55 mins)	Lunch	Lunch
14:05 – 14:45	Period 7	Extracurricular Activities
14:45 – 15:25	Period 8	
15:25 – 16:05	Period 9	
16:15 – 17:30	Extracurricular Activities	
17:30 – 18:15	Tea	Tea
18:30 – 20:15	Study 1 st – 4 th Year	Study 1 st – 4 th Year
18:30 – 21:30	Study 5 th & 6 th Year	Study 5 th & 6 th Year



Weekend Routine:

Saturday:

09:00	Morning call & breakfast.
10:00	Morning Meeting. Activities available.
12:30	Lunch.
14:00	All students may go to the city centre to buy necessities, enjoy a cup of coffee, share time with their friends.
17:30	Evening meal.
19:00	Evening activities available.

Bedtime as usual.

Sunday:

08:45	Morning call followed by breakfast and church attendance.
10:00 – 11:00	Study for those who do not attend church.
12:30	Lunch.
14:00 – 17:00	Supervised Sunday activities. Visits to the Cinema, Adventure Centre, Hill Walks, Visits to the Beach, Surfing, Rock Climbing, etc.
17:30	Evening Meal.
20:00	Evening Meeting, students then return to the Houses for bedtime routine.



Caring for the Health of Boarders - Infirmary (Nest) Protocol

The School acts in *loco parentis* through the Principal and members of staff to whom specific responsibilities may be delegated.

The school provides 24-hour medical cover with nurses and first aid support within the school. The school also has recourse to local doctors (Parnell Clinic, Waterford) and the emergency services located close by, in University Hospital Waterford (5 mins away).

Members of the nursing staff conduct regular daily surgeries to treat minor ailments and injuries. They are part of the on call service along with the first aid support, to deal with any emergencies that may arise.

Members of the nursing staff dispense over the counter/non-prescription medicines and treatments, in accordance with the directions in the standard directory for the over-the-counter medicines. If symptoms persist or become severe the member of the nursing staff will call or arrange an appointment with a doctor. Nurses will carry out treatment as directed by the doctor.

Nurses may confine patients to Nest for care and supervision where they will be cared for by the nursing and first aid staff. If a student is going to require a period of confinement due to infection or illness, the nurse will recommend that the student goes home or to their guardian to recuperate.

All medication and treatment must be administered through Nest. Students must hand in medicines and treatments to Nest for safekeeping and proper use.

In the case of serious illness, injury or emergency, nursing staff will refer the patient to the Hospital.

In all cases of illness, injury or emergency requiring referral to a doctor or to the hospital, the School will contact and inform parents/guardians.

Nurses prepare reports, as the need arises, for the Principal to send to parents about the health of their children.

Nurses may make arrangements for boarders to attend medical and dental practitioners of their choice or consultants as they or parents may require.

The nurses maintain and secure the confidential medical records of students in Nest, ***and it is the responsibility of parents to ensure that the school is kept up to date with all relevant medical information.***

Infirmary (Nest) is staffed from 08:00 – 19:00.

Nest staff are on call after 19:00 to assist any student who may be ill.



Leave Arrangements for Boarders in school:

- 1st – 3rd Yrs: Park shop leave: 16:30 – 17:00 on Wednesday plus one other weekday. (Town leave on Wednesday by special permission of house staff).
- 4th Yrs: Park shop leave: 16:30 – 17:00 one weekday other than Wednesday.
Town leave: 14:00 – 16:00 on Wednesday.
- 5th – 6th Yrs: Park shop leave: 16:30 – 17:00 any weekday.
Town leave: 14:00 – 17:30 on Wednesday.
- 6th Years sign out in 6th Year leave book and they must check back in with staff on duty.

1. If the student is due to be participating in an extracurricular activity, the leave may be declined, and the student should engage in the extracurricular activity.
2. Students must seek permission from the member of staff on duty to check out and they must punctually check back in with the staff member on duty.

Boarder Boys Uniform

(First to Fifth Year)

Items marked with an * may be purchased only at K Sport Schoolwear, Waterford. All other school uniform items may be purchased at K Sport Schoolwear or any other store, as they are generic in nature.

Link to purchase uniform online: <https://ksport.ie/collections/newtown-secondary-school/newtown>

Daily Uniform

- > Plain white or plain pale blue collared shirt
- > Plain navy jumper – round or V-neck
- > *School sweat shirt
- > Navy trousers
- > Navy socks
- > Leather shoes (black, navy or brown)
- > Navy coat/ jacket.

Minimum Requirements for Boarder Boys

Uniform

- > 6 shirts with collars
- > 2 Navy jumpers
- > 1 *School sweat shirt(s)
- > 2 Navy trousers
- > 1 Navy Coat/Jacket

Underclothes

- > Sufficient underwear, Socks
- > Pyjamas
- > Dressing Gown (optional)

Shoes

- > 1 pair of leather shoes
- > 1 pair of slippers (optional)

Sportswear

- > 1 pair of trainers/ runners for P.E.
- > 1 swim shorts and cap

Sundries

- > 2/3 Towels
- > Laundry bag
- > Coat hangers
- > Toilet requisites
- > 1 lock for the wardrobe in the dorms

Optional Recommended Items

- > Tennis racquet and tennis balls for students who intend to play tennis.
- > Pair of rugby/ football boots for students who intend to play rugby/ football.
- > 1 hockey stick for students who intend to play hockey.

Additionally, students' own regular sportswear can be worn for day-to-day training and games classes.

Boarder Girls Uniform

(First to Fifth Year)

Items marked with an * may be purchased only at K Sport Schoolwear, Waterford. All other school uniform items may be purchased at K Sport Schoolwear or any other store, as they are generic in nature.

Link to purchase uniform online: <https://ksport.ie/collections/newtown-secondary-school/newtown>

Daily Uniform

- > Plain white or plain pale blue collared shirt
- > Plain navy jumper – round or V-neck
- > * School sweat shirt
- > Navy trousers
- > * School kilt (Girls have the *option* of wearing the School Kilt with plain navy tights)
- > Navy socks (with trousers)/ plain navy tights (with kilt).
- > Leather shoes (black, navy or brown)
- > Navy coat/ jacket.

Minimum Requirements for Boarder Girls

Uniform

- > 6 shirts with collars
- > 2 Navy jumpers
- > 1 * School sweat shirt(s)
- > 2 Navy trousers
- > 1 *Kilt
- > 1 Navy coat/jacket

Underclothes

- > Sufficient underwear, socks/Tights
- > Pyjamas or nightdress
- > Dressing gown (optional)

Shoes

- > 1 pair of leather shoes
- > 1 pair of slippers/ flip flops

Sportswear

- > 1 pair of trainers/ runners for P.E.
- > 1 swim suit and cap

Sundries

- > 2/3 Towels
- > Laundry bag
- > Coat hangers
- > Toilet requisites
- > 1 lock for the wardrobe in the dorms

Optional Recommended Items

- > Tennis racquet and tennis balls for students who intend to play tennis.
- > 1 hockey stick for students who intend to play hockey.

Additionally, students' own regular sportswear can be worn for day-to-day training and games classes.

The school provides all bed linen: duvets, duvet covers, sheets, pillows and pillow cases. Students may bring their own if they wish.

Laundry is provided on site (and included in the fees).

IMPORTANT NOTE

Name Tapes

Every article of clothing must be named. Please mark all clothes in the usual places, i.e. at the back of necks, back of waists, at corners of towels.

It is important that students return to school with clothing in good repair.

Laundry will not accept unnamed clothing. Mesh laundry bags (for socks and underwear) are required for laundry washes and are available at the School from Nest at a cost of €20. Mesh bags must also be labelled.

Uniform will be inspected. It is important therefore that students should have sufficient of each item of uniform that they be properly attired in the school uniforms as required.



Frequently Asked Questions

1. How many students will be in my dorm?

Boarding students will be allocated to a dorm depending on the year they are joining. Dormitory sizes range from 4 to 6 students dormitories. Many of our boys' and girls' dormitories have been recently refurbished and upgraded. All dorms are laid out in a way that all year groups will be grouped together to gain the maximum potential out of boarding life.

2. Can I get my laundry done in school?

Yes, we provide a laundry service for our 5-day and 7-day boarders. Students are required to have all their belongings clearly labelled as well as their laundry bags. There is an allocated morning for each year group to drop their bag down to the laundry room. Students will then collect their laundry once completed.

3. Where will I store my belongings?

Each student is provided with their own wardrobe (1 lock for the wardrobe in the dorms). Valuables such as passports and small amounts of pocket money can be given to the respective heads of boarding for safe keeping.

4. Are students required to have a digital device such as a laptop or iPad with them?

Most students will possess a smartphone, and this should be sufficient for both school research and for communication purposes. Students may bring a laptop or iPad with them should they wish to do so. It is school policy that mobile phones and devices are not permitted after 'lights out' in the dormitories.

5. Will there be access to Wi-Fi?

Students will have access to student Wi-Fi on the school campus but not in dorms. This Wi-Fi is provided within an educational setting so access to inappropriate websites and access to some commonly used apps are restricted.

6. What items are provided for me by the school?

In terms of boarding the school will provide all bed linen including duvet, duvet cover, pillow, pillowcases, and sheets. These will be changed on a fortnightly basis. Students will need their own toiletries, wash cloths, towels and personal clothing. Students are reminded that their uniform (6th Year exception) is worn during the day Monday-Friday and therefore the quantity of appropriate casual clothing should be kept to a minimum.

7. Can I wear my own clothes in the evenings?

Yes. Classes finish at 16:05, students are permitted to wear appropriate casual clothing for the evening and at weekends.



Useful Contact Information

Please use the contact details below if you wish to get in touch with a particular member of staff. Remember to give your child's FULL NAME & YEAR when communicating with the school.

General enquiries:

School Office: Monday to Friday 08:30 – 16:30
Telephone: 051- 860 200
Email: info@newtownschool.ie

Duty Staff Room: 051- 860 223 / 051- 860 258
(during out of Office hours): 16:30 – 22:00 & all day at the weekends

Principal:	Keith Lemon	info@newtownschool.ie
Deputy Principal:	Aoife Noctor	aoife.noctor@newtownschool.ie
School Secretary:	Bernadette Bennett	info@newtownschool.ie