



**BOARDING SCHOOL  
INFORMATION  
AND FEES**  
2017 – 2018



INTERNATIONAL SCHOOL  
**San Patricio**  
Toledo

# BOARDING SCHOOL FEES

Application Fee	700 €
Deposit	1.000 €

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**MYP: Middle Years Program** 29.185 €/year

**DP: Diploma Program** 32.185 €/year

In 2<sup>nd</sup> of Diploma Program, there will be an approximate annual increase of 3% regarding the previous course

**All Inclusive except Extras**

## INCLUDES

- **Tuition and Lodging in residence with fullboard from September to June.**
- Documentation fees (visa, power of attorney, residence card renewal, translation service, document delivery, health insurance (payment not included), etc).
- Books.
- School uniform and basic sports uniform.
- Pack of material (school consumables).
- Scheduled weekend excursions and trips.
- All school - airport - school transfers for the student and the family during their schooling.
- Reception at the embassy of the student's country of origin.
- A weekly conversation session in Spanish with a choice of topic by the student.
- A weekly written report to the family about the student's situation.
- A tutorial videoconference session with the student and their parents.
- An annual social party (celebration of their birthday or personal party, inviting their friends).
- An annual psycho-pedagogical report prepared by our orientation department.
- A career guidance report for college (including adviser university).
- A quarterly medical report (weight, height, sight, hearing ...).

## STANDARD FEES

**MYP: Middle Years Program** 21.500 €/year

**DP: Diploma Program** 24.500 €/year

In 2<sup>nd</sup> of Diploma Program, there will be an approximate annual increase of 3% regarding the previous course

**All Inclusive except Extras**

## INCLUDES

- **Tuition and Lodging in residence with fullboard from September to June.**
- Documentation fees (visa, power of attorney, residence card renewal, translation service, document delivery, health insurance (payment not included), etc).
- Pack of material (school consumables).

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## EXTRAS

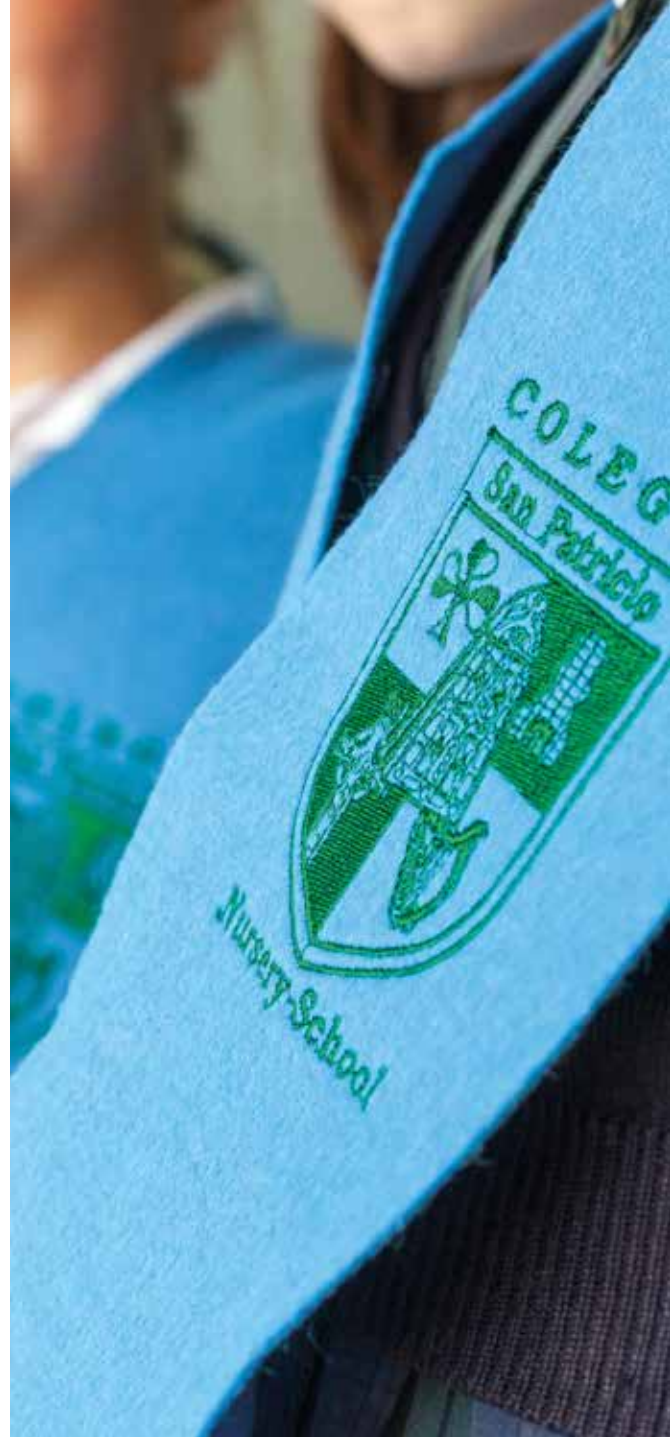
### Language Immersion Program

Spanish / English 400€  
30 hours per month

Approx. price, the amount may vary depending on the personalized evaluation which will be carried out by the Language Department

### Annual health insurance (approximately)

Annual health insurance 400 €



## BOARDING INFORMATION

### 1. BOARDING

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Sample of daily schedule (Monday to Friday):

- 07:30h - 08:45h: Breakfast
- 09:00h - 11:40h: Classes
- 11:40h - 12:10h: Break
- 12:10h - 13:50h: Classes
- 13:50h - 14:50h: Lunch & Break
- 14:50h - 17:00h: Classes
- 17:00h - 17:30h: Snack
- 17:00h - 20:30h: Sports, Arts and Free Time
- 20:30h - 22:00h: Dinner and Bed

Sample weekend schedule (for students not availing of optional activities program):

- 09:00h - 11:00h: Breakfast
- 10:00h - 11:00h: Study time
- 11:00h - 13:30h: Residence Activities
- 13:30h - 15:30h: Lunch & Break
- 15:30h - 17:00h: Study time
- 17:00h - 17:30h: Snack
- 17:30h - 22:00h: Saturday Free Time/  
permission to leave residence
- 22:00h - 23:30h: Saturday Dinner and Bed
- 17:30h - 21:30h: Sunday Free Time/  
permission to leave residence
- 21:30h - 22:30h: Sunday Dinner and Bed

## 2. INFORMATION FOR PARENTS

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The school prepares a report every three months for parents, including information on their academic and personal progress.

The ISSPT website:

**[www.colegiosanpatriciotoledo.com/en](http://www.colegiosanpatriciotoledo.com/en)**

has a news section and a diary which are regularly updated. There is also a secure area called "Clickedu" for parents that they should enter once per week in order to read the messages in their inbox, as all school correspondence is sent via this inbox. All parents are provided with a username and password in order to access Clickedu. If you have any problems accessing your secure area, you should contact to us.

Parents are able to contact tutors and teachers, either by phone or through "Clickedu", to discuss their children's adjustment to school and their academic progress. Parents' meetings are held three times a year but appointments can be made with staff at any time of the year by contacting the school.

## 3. SCHOOL CALENDAR

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Students must follow the school calendar at all times. Parents should avoid taking their children out of lessons. However, if a student has to miss school for any reason, parents must send written authorization to the school.

The course starts on September 4, for the Diploma students and on September 8 for the students of MYP. We recommend for the DP students to arrive

on September 2-3 and for the students of MYP to arrive on September 5-6, to buy uniforms and adjust to life in the residence shortly before classes. They can enter in their room in the residence from September 2 for any course.

The dates of the academic holidays are as follows:

- Christmas holidays: From the 22<sup>nd</sup> of December until the 7<sup>th</sup> of January.
- White week and Carnival: the 12<sup>th</sup> and 13<sup>th</sup> of February no class, the residence will be open.
- Easter holidays break: From 26<sup>th</sup> March until 2<sup>th</sup> of April (both included).
- The last day of the course is approximately on 21<sup>st</sup> of June.

During these periods the school and the residence will be closed, so if any student needs accommodation, the school will try to find a host family during these days. Although this option is not always possible, the school will charge an additional fee of 350€ per week.

Insofar as it is possible, scheduled trips should be communicated a minimum of one month in advance.

#### **4. FREE TIME**

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- If the student would like to take part in a sporting activity after 5:00 pm or at the weekend, the student must advise to monitor responsible of the residence.
- Full boarders will stay in the residence at weekends unless they have written permission from the school and their parents. Students must

ask their parents to send the authorization to the school's Boarding Department a minimum of 48 hours in advance, and unless this authorization is received, permission will not be granted. Parents must send their written authorization by e-mail.

- Those pupils who wish to attend religious services may do so on Saturdays or Sundays.

#### **5. MOBILE PHONES AND TELEPHONE CONTACT**

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Boarders must have a mobile phone to use outside of school hours in order for the school to be able to contact him/her, and he/she should carry the phone at all times outside of school. Students are expected to be responsible for making sure that their phones are charged and that they have sufficient credit on their phone at all times while they are not in school.

It is advisable to establish a time for calls home which is arranged around the student's timetable and the differing time zones for overseas boarders.

Following the same criteria during the school day, the residence will offer wireless connectivity in all areas and cable in those to be determined. It will have a content filter, and remain disabled from bedtime until 9.00 in the morning.

#### **6. MEDICAL AND REPATRIATION INSURANCE**

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All boarders must be covered by medical and repatriation insurance.

1. If the student's home country is a member of the European Union, they may use the Spanish National Health System. These students should

bring their European Health Insurance Card (EHIC) with them, which they should apply for in their country of origin before travelling to Spain.

2. If students are nationals of countries outside the European Union must obtain a private multi-assistance and repatriation Spanish health insurance. The school agrees to process this insurance for the student (which is not included in the school fees).

## **IN CASE OF ILLNESS**

If a boarder is feeling unwell, there are several options:

- If it is not an emergency, the school has a doctor who visits on a weekly basis. Boarders can see the school doctor free of charge.
- In more urgent cases, the student will visit either the doctor from their private insurance company or their local medical centre.

In case of illness, parents will always be informed and the family will be responsible for any costs incurred, including medication.

## **7. FOOD**

Boarders are expected to eat the food provided by the residence at normal Spanish meal times. If a special diet is required and / or the student has any food allergies, parents should inform the school at the time of enrolment, providing the medical certificate.

Every day of the week, Saturdays and Sundays included the residence provides breakfast, lunch,

afternoon snack and dinner. Students eat meals in the dining room of the school.

If the student wishes to buy any special items that are not part of the meals provided by the residence, he/she must pay for these themselves, e.g. crisps, chocolate, ice cream, etc.

Any problems that arise in this area should be reported to the boarding coordinator.

Students will have access to a refrigerator and a microwave in the common room, so that just before bedtime or during the night they can prepare something to eat or drink. Such snacks cannot be used to substitute any meal.

## **8. UNIFORM AND DRESS CODE**

Students from MYP and DP will need to purchase the uniform items listed below. All of these items of clothing can be acquired in the: "Sfera" shop in Toledo and in El Corte Inglés in Castellana and Sanchinarro in Madrid, and must be correctly labeled with the student's name. Students must wear the correct uniform at all times.

### **Sfera Toledo**

C.C. Luz Del Tajo Local 134-135  
Avda. Rio Boladiez, Sn, 45007 TOLEDO  
Phone: 925 234 670

### **Corte Inglés Castellana (MADRID)**

Calle de Raimundo Fernández Villaverde,79  
28003 MADRID  
Phone: 914 188 800

### **Corte Inglés Sanchinarro (MADRID)**

Calle Margarita de Parma, 1  
28050 MADRID  
Phone: 914 188 800



**Boys:**

Green long trousers 2

**Girls:**

Green school skirt (knee length) 2

**For boys and girls:**

Long-sleeve shirt 2

Short-sleeve shirt 2

Navy blue jumper with school logo 2

Leotards / Navy blue Socks 4 pairs  
(not included in the school uniform pack price)

Black flat leather shoes,  
laced or moccasins 1 pair  
(not included in the school uniform pack price)

Fleece 1

**Sport kit:**

White Polo with school logo 1

Short Trousers 1

Long Trousers 1

Tracksuit jacket 1

Sport shoes 1 pair  
(not included in the school uniform pack price)

Sport socks 3 pairs  
(not included in the school uniform pack price)

School sports swimsuit 1  
(not included in the school uniform pack price)

**The following are not allowed:**

- Short shorts
- Beach clothing (revealing or informal)
- Caps (inside the school)
- Clothing with inappropriate images or messages. i.e. that may be considered offensive, aggressive, etc.
- Piercings/ body piercing that can be seen.
- Dyed or highlighted hair in loud colors

**9. OTHER CLOTHING AND BELONGINGS**

Students should bring the following items with them:

- 3 pairs of pyjamas
- Sufficient underwear
- Casual clothes for weekend or evening wear
- Sportswear
- Personal hygiene products
- Hairdryer
- 1 rucksack (backpack) or shoulder bag for carrying school supplies

The boarding school is responsible for washing and ironing the pupil's clothes. Dry cleaning costs must be paid for by the student.

**10. POCKET MONEY**

Parents should make sure that students have enough money for his/her personal expenses, such as for mobile phone credit, clothes, public transport and leisure.

For this reason, we recommend that boarding students bring his/her own credit card (Visa, MasterCard, Maestro, American Express, etc.) from his/her country of origin.

The school may help students administer their money. If you wish to request this, please let us know.

## 11. TRANSPORT

The school is responsible for collecting and returning the student to Madrid-Barajas airport or railway station upon arrival and departure. If a student travels to any other airport or railway station, the school can arrange collection. This service is bill separately and their price depends on where we have to bring the student.

## 12. BEHAVIOURAL GUIDELINES

Students must follow all rules set forth by the school. For the detailed rules, refer to the contract document.

### Order in room:

- Students should leave the rooms tidy with no personal clothing out of closets and all items properly sorted.
- Laundry will be collected twice a week and returned two days after later.
- Bedding consists of: pillow cover, mattress cover, bottom sheet and duvet with cover.
- Beds have to be made before leaving the room.
- Bed linen is changed once a week.
- Students can have their own duvet cover.
- Boys are not permitted in the rooms of girls and vice versa, for any reason.
- The locks will have fingerprint access control.
- The rooms have specific spaces on the walls so that students can “customize” the room with photos, posters or reminders. Under no circumstances can anything be glued or nailed to the walls outside of these spaces.
- Students must request authorization from the monitors and the residence coordinator to go out of the residence.
- The school provides a space to store large suitcases in order not to occupy the rooms.
- Rooms during vacation periods should be left clean and tidy in order for cleaning and maintenance work on the rooms to be done.
- The School reserves the right to change student’s rooms at any time, especially during holidays.
- Students must follow the lights out policy in the residence, avoiding disturbing their classmates with music or any other activity that may disrupt sleeping patterns.
- Students must take care of all the facilities of the Residence, comply with the Center’s CoexistenceW Rules and with what is described there as appropriate behavior. In the event that a student attacks the facilities, he / she must respond to the Center’s management for their acts and parents must cover the expenses generated by them.
- Students must inform the staff of any damage caused in the residence during their stay.



## 13. ADMISSIONS

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We recommend that boarding pupils start the admissions process 9 months in advance. This is particularly important in the case of non-European Community members who require this time to request and complete any necessary bureaucratic requirements (residency permits, etc.) for their visa.

## 14. APPLICATION PROCEDURE

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In order to register a student in International School San Patricio Toledo, the following procedure must be observed.

1. Formal request for admission completing the application form online.
2. Once a place has been confirmed, with the collaboration of the school's DELE coordinator and the tutor of the group which the student will join, the following will take place:
  - a. Online interview with student and family (translators will be provided if necessary).
  - b. Level tests: Mathematics.
  - c. Language level test in Spanish and English.
    - i. For entry in MYP 1, 2 and 3, a minimum level CEFR A2 is required in at least one of the languages, with B1 being required in the other language.
    - ii. For entry in MYP4 or Diploma Program, CEFR B1 is required in one language and B2 in the other.
- iii. Depending on the student's abilities, we have to agree on the objectives to be achieved must be agreed taking into account: Acquisition of languages, Length of stay in the College and Previous courses.
3. Formalizing the registration:
  - a. Signing of contract by parents or legal guardians.
  - b. Payment of registration fee and deposit.
4. Remittance of the following documentation
  - a. Official identity documentation, to include photograph (DNI, NIE, passport or similar)
  - b. Sworn translations of the previous 2 years academic results.
  - c. Letter of recommendation from current school.
  - d. Up-to-date vaccination certificate.
  - e. Medical certificate.
  - f. Health insurance, information and accreditation in effect for the period in which the student will be in school. (Insurance card or bank receipt)
  - g. Bank details for payments.

## 15. ADDITIONAL DOCUMENTS FOR NON EU MEMBER BOARDING ENROLMENTS:

- Parental authorization document for one year, translated into Spanish (drawn up by a Notary with a Hague Apostille).
- Original passport with a Student Visa stamp from the Spanish Embassy of the country of origin.
- Three passport photos.
- It is recommended that you purchase private medical insurance through the school, as local insurance with documentation in Spanish ensures fast and efficient medical treatment.

## 16. PAYMENT CONDITIONS

- **PAYMENT METHOD:** Payment will be made by international bank transfer, unless the student's family has a Spanish bank account, in which case the payment can be made by Direct Debit. The school will only deal with the Euro as its official currency.
- **LANGUAGE IMMERSION PROGRAM** (Spanish/English): Fees and times for these classes will be determined by the Language department, depending on the needs of the individual student, previously informing their parents / guardians for their approval.
- **PAYMENT DATES:** Fees must be paid in accordance with the following deadlines with Discounts Available:
  - 2% for a single payment for full-year payment in the month of July, prior to commencement.
  - 1% Two payments of 50% each: for 50% payment in the month of July, prior to commencement and 50% payment in the following month of February.
  - Ten monthly payments from September to June. Inadvisable for families living abroad, due to possible bank fees, which will be paid by the student.
  - No discounts will be made for reasons of holidays or illness.
- **OTHER EXTRAS:** Our price list (fees) specifies approximate values. In order to bill this correctly, previous approval by parents / guardians on the estimate given must be obtained. These extra expenses will be charged per trimester having been paid strictly within the first 10 days of their issue.
- **DEPOSIT:** If the student does not continue at ISSPT boarding school, the deposit will be refunded 15 days later after the student's leaving date, as long as the student has not caused any damage or harm. In this case, these costs will be deducted from the deposit. The deposit will be donated to the San Patricio Foundation, this amount it will be to our solidarity program Turkana-Kenya.
- **UNPAID FEES:** Non-payment of school fees within the specified dates implies the immediate withdrawal of the student from the school.
- **EXTRA DAYS:** If a student stays with a Spanish host family during Christmas, Easter or summer holidays, the school will charge an additional fee of €350 per week.

- **UNFORESEABLE CIRCUMSTANCES** (without prior notice): The school management will study each case individually and reserves the right to any refund.
- **CANCELLATION:** For any cancellations that arise within two weeks before the start of the course, the school will not refund the deposit.
- **REGISTRATION RENEWAL:** Renewal of enrollment for the following course must be done during the months of February and March of the current course. No refund will be made if students do not incorporate into the school in September.

## 17. CONTACT

The school is located in Toledo and is extremely well connected, less than half an hour from Madrid by High Speed Train (Ave) and an hour by car.

**International School San Patricio Toledo**  
Calle de Juan de Vergara, 1  
Urbanización La Legua. 45005 Toledo - Spain

### SCHOOL SECRETARY

(00 34) 925 280 363

### EMERGENCY MOBILE (24 HOURS)

(00 34) 647 985 048 (Carlos Calzada)

### E-MAIL

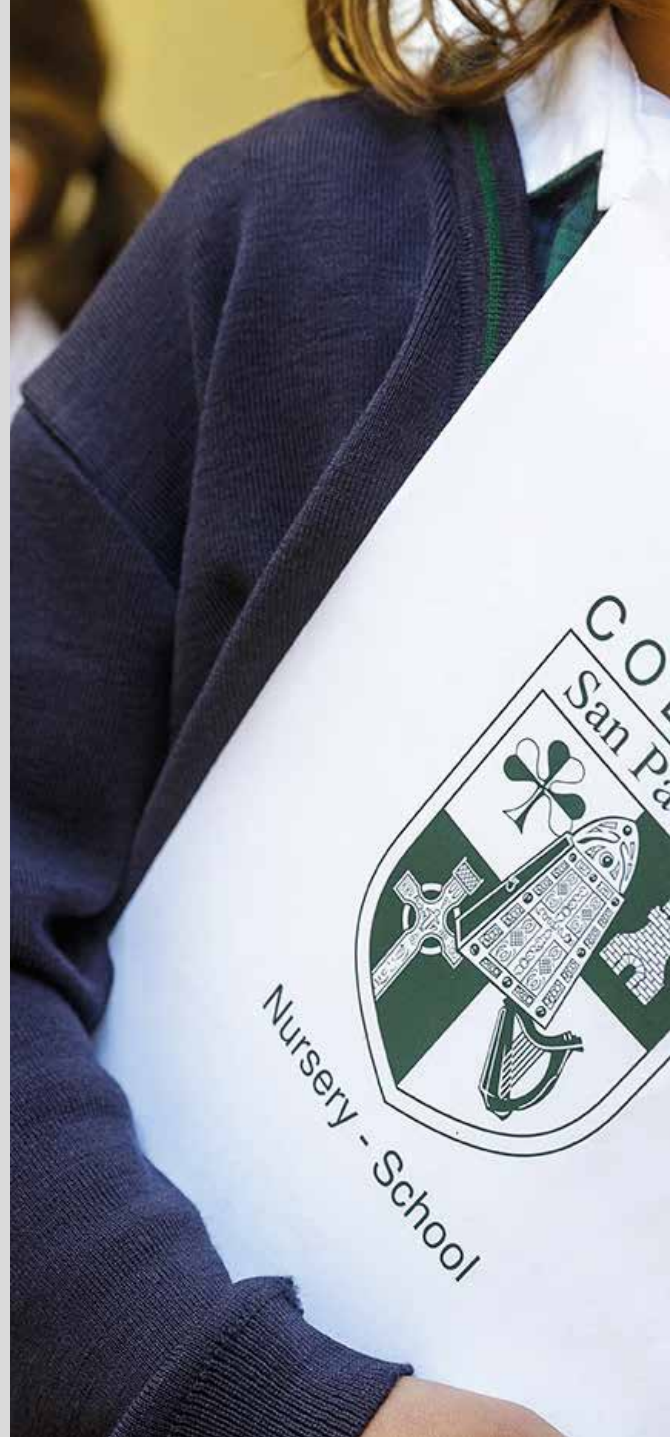
[infotoledo@colegiosanpatricio.es](mailto:infotoledo@colegiosanpatricio.es)

### WEB PAGE

[www.colegiosanpatriciotoledo.com/en](http://www.colegiosanpatriciotoledo.com/en)

### SKYPE

tictoledo





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AN IB EDUCATION FROM 3 TO 18 YEARS OLD



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