



Handbook 2022/2023

info@asrportugal.com

www.asrportugal.com

Dear Parents,

We are delighted you are considering or have chosen for your child to reside at ASR Portugal.

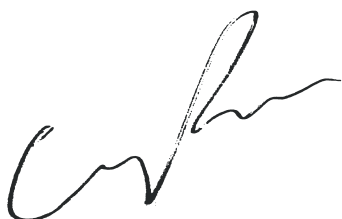
This handbook is designed to help you gain a better understanding of the Algarve Student Residence, Portugal. It outlines our aims and principles within the residence, including policies and rules that we will adhere to.

At ASR Portugal we aim to be an extension of you, their guardians, acting in your absence to make sure we cover all of your child's needs and maintain a clear, disciplined yet happy community setting for all. We aim to work in conjunction with parents to make sure they are at ease, knowing their child's well being is being taken care of.

Please read through this document in detail and discuss it with your child so they know what to expect and what will be expected of them. We hope that this handbook will help to answer some of the questions you may have about the residence; however, we understand and appreciate that you may have many more.

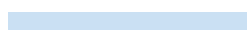
Please do not hesitate to contact me on info@asrportugal.com or alternatively call on +351 933 685 968.

We aim to create a family atmosphere, where your children feel safe, happy and valued. We look forward to welcoming you and your child/children to the ASR family.



Carlos Placa

ASR Director



Information



ASR, Portugal is an independent student residence based in Silves, Faro, Portugal.

The residence provides accommodation, transport and safeguarding for students aged 12 to 18 wishing to attend school in the Algarve, Portugal.

ASR Portugal will only accept students who have been accepted to attend a school as a day student. ASR Portugal works independently from any school. Students will need to be registered at the school of their choice as “day students” and parents will be responsible for receiving all school communications and relaying on any relevant information to ASR Portugal who will act on parents behalf if required.

Algarve Student Residence (ASR), Portugal Aims

ASR Portugal is committed to promoting a safe and stable environment in which pupils are guided to achieve academic excellence, to fulfil their potential, and to live by the values we consider to be essential to their civic and social development.

Algarve Student Residence (ASR), Portugal Principles

ASR Portugal aim to provide each child with a unique setting promoting common experience, camaraderie and trust between children and adults, giving students the opportunity to develop as confident young men and women and to build life-long friendships.

The health, safety and well-being of all the young people in our care are the fundamental concerns of all staff. We ensure each child’s right to dignity, privacy, individuality and independence and pupils are encouraged to learn how to cope with freedom in a responsible way in order to develop behaviour traits of honesty, courtesy, co-operation, and building positive relationships with each other.

Algarve Student Residence (ASR) Portugal Ethos

ASR Portugal seek to promote an inclusive environment with an approach to rights and responsibilities, equal opportunities, special educational needs and the recognition of diversity and differences.

ASR Portugal aim to provide students with constant support with their academic and extra-curricular challenges and achievements, and the encouragement to pursue their personal enthusiasm.

Algarve Student Residence (ASR) Portugal Objectives

To encourage:

- an enthusiasm for learning;
- a sense of community and an awareness of the needs of others;
- a desire to take part in extra-curricular activities;
- a respect for difference in others and recognition for the effort and achievements of every individual in our community.

Algarve Student Residence (ASR) Portugal Equal Opportunities

ASR Portugal believe that every person has the same rights and is entitled to the same opportunities.

ASR Portugal does not discriminate on the grounds of racial, ethnic or national origin, gender, ability, age, political, cultural, linguistic or religious background. We expect everyone involved at ASR Portugal to:

- respect and promote equal opportunities for all people;
- encourage harmony and understanding;
- recognise and oppose all forms of prejudice and discrimination;
- develop each person's skills to the highest possible level;
- enable students to communicate confidently without fear of prejudice.

Any member of the ASR Portugal community who is found to discriminate or favour any other based on reasons above will be disciplined for their actions.

Child Protection and Safeguarding

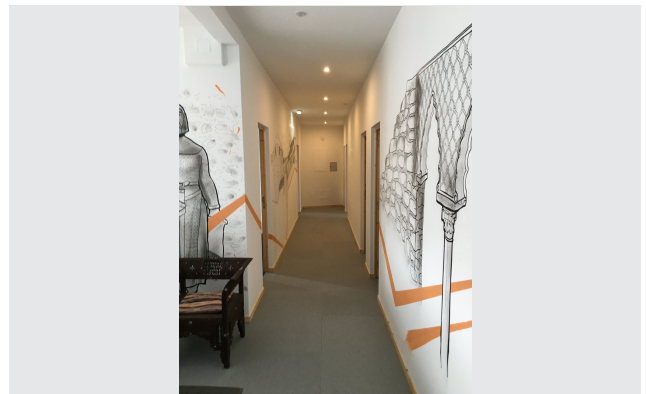
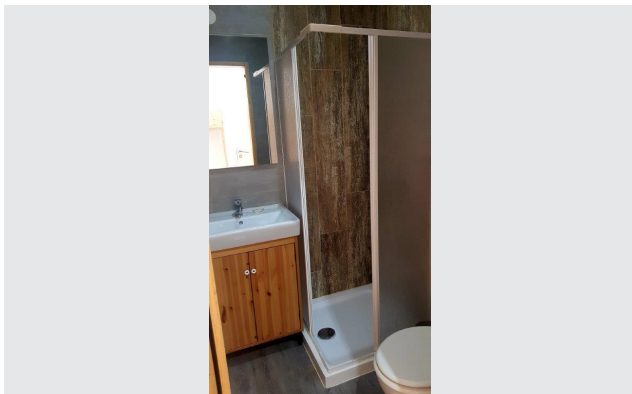
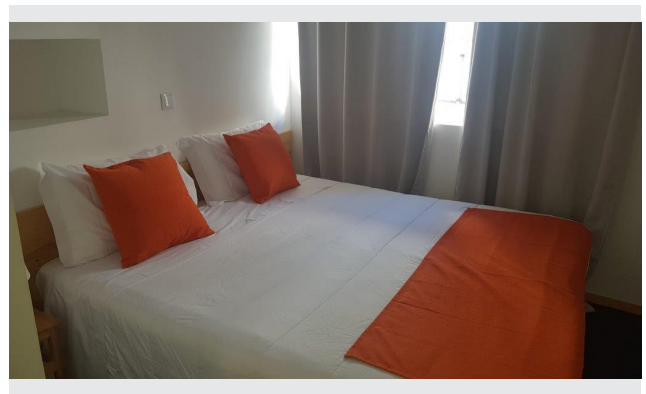
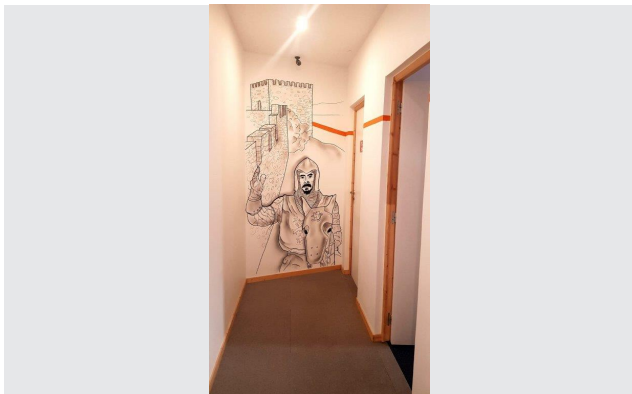
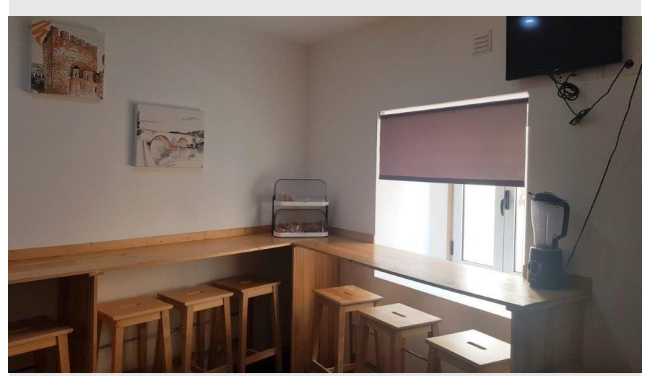
Welfare support is provided through the resident staff and overseen by the Housemistress and Staff of ASR Portugal.

All students under 18 and whose parents live further than 200km's from the residence will have to appoint a legal guardian for their children. In this case the Housemistress can be nominated if the family does not have an alternative person.

ASR Portugal provide health insurance to all Resident Students that hold Portuguese citizenship and identity card but will require parents to fill in a medical record with all the information needed to ensure the proper assistance to their child. The student's updated vaccination record will also be required.

All child protection matters, at the Student Residence are dealt with by the Housemistress and ASR Portugal Directors.

Accommodation



The residence is made up of two-story building, where the first floor is reserved for Girls and second floor for Boys.

Accommodation is in single private rooms with en-suite bathroom with shower.

General structure

Resident Staff deal with day-to-day routines, discipline and academic matters.

The Housemistress is responsible for overseeing all operations and all contact with parents and the students. The Algarve Student Residence Portugal is run by “Nautifun ASR”. At the head of the residence is the Housemistress, responding to the Director of ASR, managing and supervising all resident staff including cleaning, laundry, security, catering and maintenance services.

Admission to Algarve Student Residence Portugal

Students may apply for placement at ASR Portugal from age 12 to 18.

ASR Portugal will only accept Resident Students who have applied and been offered a place at a local school. Please note that ASR Portugal is an independent company and in no way affiliated to any school. A declaration stating acceptance will be required from the school.

Parents will have to take care of all student's registrations, admissions and payments to the school directly. Students will have to be accepted as regular day students at the school before applying for ASR Portugal services.

ASR Portugal will not be responsible for any financial dispute between the schools and students.

Pre Arrival

Schools provide a lesson timetable and a list of materials and books students will need in advance of their arrival. If required, all of these materials can be purchased and shipped directly to ASR Portugal with reference to the student. We ask parents to properly identify each piece of clothing and personal items with the pupil's name.

We ask that parents communicate students travel details well in advance. ASR Portugal can help with airport pick ups and arranging any local transportation.

On arrival

In order to allow pupils to be familiar with Residence procedures, students must participate in a brief induction, where students will be:

- shown their room;
- introduced to the staff;
- made aware of schedules;
- have a tour of the facilities so that they know all the areas and services at their disposal.
- informed about the domestic laundry arrangements etc.
- provided with information about the daily residence routine.
- given access to the residence Wi-Fi.

Students Induction and Support

Resident Students and their parents/guardians are invited to visit the Residence in advance of their arrival, in order to meet the Housemistress and other members of staff, have a tour of the facilities, and find out more about the Residence process.

A visit can be arranged at any time that is convenient for both parties.

What to bring

Suggested Clothing (clearly marked with students name (laundry requirement)):

- pyjamas;
- slippers;
- beach towels;
- bathrobes;
- Casual clothes for weekends (trousers, shorts and/or skirts, t-shirts, polo shirts or shirts, sweatshirts, training shoes, jeans, pullovers, boots, beach slippers...);
- personal hygiene items eg. comb/brush, toothbrush, toiletries.
- School uniform and all required school materials. Please consult school documentation and make sure that your child has all the appropriate uniform and materials.

Suggested for Room;

- Laptop;
- Alarm clock/phone;
- Photos/personal items

Daily Residence Routine

Monday – Friday

- 07.45 Wakeup Call
- 08:00-08:30 Breakfast
- 08.30/45 School Shuttle
- 09.15-16.30 School
- 16.45 Shuttle to Residence from School
- 17.00 Afternoon Snack will be provided on return to the residence
- 18:00-19:00 Study period - (in room; study desk provided)
- 19.00-19:30 Dinner
- 20.00-20:45 Study period - (in room; study desk provided)
- 21.30-22.00 Students aged under 14 must return to their rooms and all lights out. **(Fri 22.00-22.30)*
- 22.00 Lights out for the rest of the students. **(Fri 23.00)*

Saturday – Sunday

- 9:00 Wakeup Call
- 09:30-10:00 Breakfast
- 10:30- 13:00 Free Time or Activities
- 13:00 – 14:00 Lunch (could be packed lunch if away from Residence)
- 14:00 – 19:00 Free Time or Activities
- 19.00-19:30 Dinner
- 22:00-22.30 Students aged under 14 must return to their rooms and all lights out. **(Sun 21.30-22.00)*
- 23.00 Lights out for the rest of the students. **(Sun 22.00)*

Private tutoring is permitted but must be arranged directly by parents, the Housemistress will be happy to help upon a parent's request, at parents cost.

Health care provisions for Students

ASR Portugal will require guardians to submit a full medical report at the beginning of the academic year.

Please note that all students are covered by a compulsory Health Insurance Policy which is provided by ASR Portugal when accepted to the Student Residence.

In case of a medical emergency or if any student requires medical assistance/consultation he/she will be taken to the private Hospital within a 15-minute drive from the Student Residence). Students are always accompanied by a member of staff. Any costs that are not covered by the health insurance will have to be covered by parents/guardians.

Doctors can be called out to the residence at a cost of 15€ via the insurance.

Students can also be put in touch with opticians and dentists locally should the need arise.

Records of medical treatment for Student Residents are held by the Housemistress, and it is paramount that *the Housemistress is alerted to any medical condition a student may have as soon as they arrive.*

Likewise, the Housemistress must be notified of any medication being taken by a student on their arrival, so this can be monitored.

The Housemistress will refer all medical issues to parents according to students needs.

The administration of medicines to students is only possible under a doctor's written instructions.

Students who may require medical services should raise the issue with Staff or the Housemistress.

Overnight Problems

If a child feels unwell during the night, they may call the staff on duty, who will attend to them.

Student Absence

Guardians who wish to take their child during term time may do so according to the following procedures:

- Call, text or email the Housemistress.
- Parents should put the request forward a week before their arrival date.
- If the Student will not be attending school it is the parent's duty to inform the school accordingly.

Students over 16 with permission to leave the Residence unaccompanied must sign out when they leave.

Duty staff must be advised of all absences and reserve the right to deny any such request.

Travel Mid-term and end-of-term travel bookings need to be made at least two weeks prior to the date of departure.

Evenings and weekends

At the end of the afternoon, Students have free time during which they can relax and participate in activities in and around the residence, there is always a staff member on duty and students will need to communicate all of their activities with staff.

At the Residence there are social areas where students can meet, socialise and watch TV.

On weekends Students and staff can arrange trips to the beach, to the market and to the nearest shopping center.

Dinner meals

During week days, school must provide lunch and only dinner will be served at the Residence. Weekends, all meals will be provided for at the Residence. Resident staff will monitor mealtimes to ensure pupils get enough to eat.

The kitchen area is to be kept clean and students are provided with all domestic and hygiene items they may require.

House domestic arrangements

The Student Residence is home to the students, so they should feel comfortable, safe and know all the routines and domestic arrangements.

ASR Portugal requires that all rooms are vacated during the summer period.

Cleaning

The Student Residence cleaning will be overseen by the Housemistress and Cleaning Staff, ensuring:

- Overall cleaning procedures.
- Laundry arrangements;
- Weekly bedding and towel changing.

Students should contact the Housemistress directly about matters concerning their room, laundry and common areas. House repairs must be reported to the Housemistress who makes sure to inform the maintenance team.

Laundry

Students will take responsibility for handing in their own laundry and deposit this in the provided laundry bags on laundry days. **All clothing must be named in advance of joining the residence with a name tag or written using a permanent laundry marker.** This is both for their own piece of mind and to help make sure no items are lost.

Laundry will be done once a week.

Security

Students are responsible for the safe keeping of their possessions.

The use of knives, lighters, matches or other objects that may endanger the safety of students is strictly prohibited. If any student is found carrying/using such objects, they will be confiscated, and the student will receive the appropriate sanction.

No Student under 16 is allowed to leave the Residence unsupervised by a designated member of staff. Students over 16 may leave for up to 3 hours with Staff permission and only in groups of two or more.

Parents are advised to provide students with ATM cards or other forms of getting money so that students do not keep too much cash on their person at any given time.

ASR Portugal will ensure that all the adequate and necessary security provisions for the Student Residence are in place.

Fire Safety

ASR Portugal follows the current/Portuguese legislation in relation to prevention and emergency plans for the Residence.

Organized Activities

Appropriate behavior is expected of all students at or out of the residence. Inappropriate behavior may lead to a student forfeiting the opportunity to participate in any future activities.

Expected of Students

Students are expected to take responsibility for themselves as individuals, and as members of the residence community. We expect our students to maintain a high level of personal integrity and moral standards, and students should conduct themselves in a courteous and thoughtful manner that contributes positively to the harmonious day-to-day management of the residence. Good manners are mandatory. The following rules help to make the residence a place where we can live happily, safely and productively. Students should arrive prepared to abide by all expectations and rules. It is important to remember that these rules are for teenagers living in a group situation.

We expect the following from every student:

- Put dirty clothes in their laundry basket
- Tidy their desk
- Make their bed
- Open the curtains
- Turn off the lights
- Sort out their school bag
- Check what they need for school
- Ensure that the en-suite facilities are tidy and that the floor is not left wet

Bullying

Definition: Bullying is verbal, physical, or psychological intimidation, which causes physical, mental or emotional distress to a victim that is not able to defend himself/herself.

ASR Portugal does not tolerate any form of bullying. Students are given a clear definition of what bullying is and made aware that is not acceptable behavior. Pupils who are found to be bullying will receive sanctions according to the seriousness of their behavior.

Alcohol, smoking and drugs

Alcohol, smoking and drug use are strictly forbidden in the Residence.

Any pupil caught bringing or using any of these substances to the residence will be sanctioned; this behavior can lead to suspension or expulsion.

Pupil conduct and welfare

If a student does not follow the below rules they will be given a warning:

- Be respectful and polite
- Be considerate and helpful
- Follow the residence routines
- Be punctual and fully prepared for school
- Behave safely
- Respect one another's property
- Look after your own possessions
- Take care of the building and furniture
- Put all litter in the bins
- Walk quietly and responsibly and respect that others may be working
- Eat and drink in the permitted areas only
- Use mobile phones during the appropriated times
- Stay within the Residence grounds

Breaches of Trust

Resident staff will strive to develop a relationship based on courtesy, mutual respect and clear and transparent communication with the students in their care. The guidelines and rules of the residence are based on three concepts:

Duty of Care, Cooperation and Consideration.

Parents and students are asked to cooperate by observing the following guidelines and so contribute to the guidance and well-being of the students as a community. Parents will be notified of any serious infringements.

Two important rules that must always be observed:

- Students must inform staff of their whereabouts at all times. Students may never leave the residence grounds without the permission of either the staff on duty or the Housemistress.
- The use and/or possession of non-prescription drugs, alcohol or tobacco are major infringements and will not be tolerated.

Searches

The Housemistress and staff retains the right to conduct a search of a student's personal belongings if they have any reasonable grounds to believe that they are in possession of items that undermines the community. A second adult witness will be present when searches are conducted. In the unlikely event of a student possessing illegal items and the student refusing to comply with the search, ASR Portugal will inform the police. The police may then conduct a personal search if they believe that a crime has been committed, or to prevent harm to themselves or others. The Housemistress will then contact the student's parents after any search, regardless of the outcome. A record of the search will be kept and held centrally. If an illegal item is found as a result of the search, it will be handed to the police. In other cases, confiscated items will be returned to the student's parents.

Curfew

Students are expected to adhere to a strict curfew. All Students need to return to the Residence no later than 21:30 on Sunday to Thursday and 22:00 Friday to Saturday. There are no exceptions to these times unless it is a planned activity with boarding house staff supervision.

If a Student wishes to stay away for the weekend, they are welcome to do so but the following information must be supplied by the parent / guardian to the Housemistress:

- Name of person responsible (must be an adult).
- Address of where the student will be staying.
- Phone number of the person responsible.
- Date and time leaving the boarding house / date and time of return.
- Method of transport / who is collecting the student.

This information must be sent via email to the Housemistress no later than Wednesday 14:00 prior to the planned date of leave.

Expulsions

A formal expulsion or suspension from the residence can be implemented if a student is responsible for a major disruption or serious disciplinary issue. A formal meeting will be held in conjunction with the Housemistress, ASR Portugal Director, Parents/Guardians and any other staff who are deemed to be important in the final decision. Parents/guardians of the student concerned will be immediately informed about the incident or issue if it is deemed to be worthy of an exclusion or suspension.

If an ASR Portugal student is expelled from the ASR Portugal residence, they will be expected to leave the premises within 7 days. Guardians will have to make the appropriate travel or accommodation arrangements.

Should ASR Portugal students be expelled from school, they will no longer be able to reside at the Residence and will be requested to leave the premises within 7 days unless an alternative school can be found.

In the case of expulsion and students vacating ASR Portugal before the end of the academic year, ASR Portugal fees will not be refunded and guardians will be liable for payment of the full years fees.

Summary of Sanctions

The Housemistress and directors of ASR Portugal are responsible for ensuring a secure and sound environment. The staff will judge the appropriate sanction to fit each infraction.

During residence time “school” sanctions will not be applied. Residence staff will use their discretion to apply “home-style” consequences to students. If appropriate a student may be ‘house gated’. This involves a student losing their free time and giving back to the residence community by doing some house chores. Continuing or serious problems will, of course, be discussed with parents. Any poor behaviour is monitored closely by all members of the residence team and any recurring issues with students will be discussed with directors of ASR Portugal and the Housemistress will take appropriate action, if necessary.

Examples of behaviour which might lead to a sanction include:

- Entering areas of the residence reserved for the opposite sex.
- Wilful damage to or defacing of residence property, or irresponsible behaviour which causes damage to property.
- Interference with another student's possessions
- Repeated lateness
- Absenting oneself from study or mealtimes or other activities without permission
- Antisocial behaviour, including bullying or cyber-bullying
- Misuse of electronic communication systems
- Grossly discourteous, disobedient or insolent behaviour towards staff
- Grossly discourteous behaviour towards other students
- Possession of forbidden articles
- Persistent disruption in study and mealtimes
- Dangerous behaviour likely to result in injury
- The possession, viewing and/or distribution of pornographic or other offensive material
- Possession, use and/or distribution of alcohol, tobacco, drugs or other illegal substance.
- Bringing the name of ASR Portugal into disrepute.

This list is not exhaustive, and it is important to appreciate the overall seriousness of an incident will always be assessed and may require a more serious disciplinary response. Where punishment is required, the following sanctions will be used:

1. **First Warning** – the student is given a verbal first warning by the Housemistress .
2. **Second Warning (parents informed)** – the student is given a written second warning by the Housemistress and their parents are informed of the situation.
3. **Final Warning** – the student is given a final written warning by the ASR Director which stipulates that they will be immediately sent home should they repeat unacceptable behaviour.
4. **Exclusion** – the student is sent home.

Wi-Fi, Computers and Electronic Devices

Students have access to Wi-Fi in their rooms to enable enhanced study plus easy communication to parents and staff. It should be noted that the internet connection is a monitored network where it is possible to identify what device is visiting any particular website. Therefore, we ask that all users act responsibly online, and also turn Wi-Fi off between the hours of 22:30.pm – 08:00.am.

All boarding students are subject to Code of Conduct when using an electronic device.

Students are forbidden from:

- Use of 3G/4G data cards
- Downloading music/film which breach copyright laws
- Access sites which are deemed illegal under EU laws (e.g. gambling, pornography)
- Use of file sharing sites such as Bit-Torrent

If students are found to be inappropriately using their electronic devices, sanctions may include confiscation and/or restrictions on the use of the internet usage during the evening and weekends. A high proportion of students have their own mobile telephones. Their telephone numbers have to be registered with the Housemistress for use in an emergency or as otherwise required. It is very important that the Housemistress is immediately made aware of any change to telephone numbers. Guardians should understand that we reserve the right to confiscate mobile phones if they are found to be in use at inappropriate times. Guardians will be informed if their child's mobile phone has been confiscated.

The residence does not accept any responsibility for the loss of electronic equipment and devices, so students are expected to look after them. Any other inappropriate use of electronic devices in the bedrooms will result in computer or other device being confiscated.

Mobile Phones

The use of mobile phones is permitted under the following guidelines:

- Mobile phone numbers must be registered with the residence housemistress at the beginning of the year and updated as necessary;
- Direct access to the Internet via mobile can put students at considerable risk. Please consider whether this access is necessary for your children. The residence is unable to guarantee the safety of your child, should this capability be provided to them. If student conduct is found to be inappropriate via this direct access, the device will be confiscated and a discussion will be held with parents.
- Mobile phones must not be used during prep or mealtime or after lights out;
- If students take mobile phones to school, they will need to adhere to school rules.
- Mobile phones may be confiscated if not properly used.

Media / right to privacy.

The misuse of photographic or filmed material of any kind to bully others will not be tolerated and will constitute a serious breach of residence rules. All residence students must allow staff access to images stored on mobile phones and/or cameras. They must delete images if requested to do so. Students should not take photographs of others nor film them and make recordings without their consent. Students must not send images to others (nor show images to others) if they might cause upset to a third party. Students must not use material (Games/DVD's etc.) which is certificated above their age. At the discretion of the Housemistress, a student may be prevented from viewing or using any materials considered to be unsuitable for a student environment, regardless of age certification and the age of the student. ASR Portugal may examine mobile phones, e-mails, personal study areas or other storage and communications media used on ASR Portugal premises, if it believes the investigation may result in finding evidence that is contrary to the rules outlined in this handbook or which may breach EU laws. Posting any material (e.g. written comments, images, cartoons) which is considered to be offensive and/or is intended to bully, harass or intimidate others on websites such as YouTube, Facebook, Twitter, Tumblr, Instagram, Snapchat is a serious breach of discipline and will be subject to disciplinary procedures. This is the position whether the item used is a private computer, a computer operated elsewhere, including the student's home, or a mobile phone/tablet.

Contact with parents/guardians

Students can contact their parents/guardians every day according to their personal school and activities schedule and their parents' availability.

Please note that students are not allowed to use phones or other communication devices during prep or mealtimes. Staff will confiscate phones or other communication devices if they are used inappropriately at any time, to be collected according to the sanctions applied.

For parents, the Housemistress is the first point of contact for any Residence related matter. Contact can be made by mobile phone or email. Preference always being email when possible. If the Housemaster is off site, she may forward on the contact to the Residence Staff on duty.

Planning ahead

Term dates are published at the beginning of each school year helping parents in forward planning for holidays.

According to most school regulations absence during term time for holidays may not be granted. Please bear this in mind when booking flights and making travel plans as ASR Portugal cannot be responsible for any student missing school.

Guardianship arrangements

Parents are responsible for providing a guardian for their child through family friends or relatives. The contact details of the guardian should be forwarded to ASR Portugal in advance of the pupil commencing boarding. If the guardianship arrangements fail at any stage ASR Portugal will require parents to resolve the issue immediately.

According to Portuguese legislation, parents/guardians have to sign a Power of Attorney giving a local adult in Portugal guardianship of their child during the period that he/she is residing at ASR Portugal, unless a parent/guardian is accompanying the student and staying within 2 hours traveling distance from the residence by car/public transport. Paula Ferreira, Housemistress, has made herself available for this role, free of charge, for all ASR Portugal students.

Power of attorney will need to be requested at your local notary. We can supply you with the wording for the Power of attorney in Portuguese and English. You will need to have this document in both your local language as well as the Portuguese version.

The power of attorney will need to be accompanied by an affixed Apostille. Apostilles are affixed by Competent Authorities designated by the government of a state which is party to the convention. A list of these authorities is maintained by the Hague Conference on Private International Law. Examples of designated authorities are embassies, ministries, courts or (local) governments.

The Apostille convention, or the Apostille treaty is an international treaty drafted by the Hague Conference on Private International Law. It specifies the modalities through which a document issued in one of the signatory countries can be certified for legal purposes in all the other signatory states. Such a certification is called an apostille (French: certification). It is an international certification comparable to a notarisation in domestic law, and normally supplements a local notarisation of the document.

Copies are to be sent to ASR Portugal in advance, although the original document will need to be carried by students during flights and travel. ASR Portugal will make sure to keep these documents safe during the students stay.

Please note if the power of attorney is notarised in a Portuguese notary, it will not require an Apostille.

Parental complaints

If parents wish to make a complaint about any aspect of the residence, they should do so in writing to the Housemistress. Every complaint is forwarded to the ASR Portugal Directors. ASR Portugal will endeavour to reply within 5 working days.

Pricing 2022/2023

ASR Portugal receives students from the age of 12. Parents can opt for one of the available modalities:

- Annual (from 2 days before the 1st day of term and up to 2 days after the end of term);
- Weekly Residence (entry on the Monday after school, departure Friday by 18h).

Registrations		€250,00 (non-refundable)	
Ages	Weekly Mon. to Frid.	Annual Fee (EU Students)	Annual Fee (Non- EU Students)
12 to 18	€275.00	€9,500.00	€10,500.00
Boarding Expense Deposit		€1.500,00	

Payment conditions

All payments relating to the Residence must be paid prior to the student's entry, being:

Annual until 1st of August.

Quarterly - 50% until August 1st, 25% until December 1st, 25% until 1st Mar ch.

For Termly payments, €100.00 will also be charged for procedural and administrative expenses.

Extras:

Weekends for weekly students will have a cost of €210.00.

Half Term for EU and weekly students will have a daily value of €70.00. (Non-EU students are exempt)

Note:

Christmas, Easter and summer Holidays the residence is closed.

Payment Rules

ASR Portugal accepts bank transfer's (national or international).

Holder's Name: NAUTIFUN UNIP LDA

Bank: Agricultural Credit; IBAN PT50004571304033607403929; SWIFT: CCCMPTPL

Security deposit

The value of security deposit is €1.500,00.

For pupils already attending Boarding School, contract renewals will only be accepted when the expense deposit is updated.

Residence Fees Include Accommodation in Double Rooms	Residence Fees do not include (to be deducted from Residence expense deposit)
• Health Insurance • All meals except lunch on school days • Transportation to and from ASR Portugal or any other location related to the activities promoted by ASR • Laundry service • 24/7 assistance • Guardianship Provision option if necessary	• Lisbon Airport transfers €300 each way. • Faro Airport transfers €75 per trip. • Personal hygiene articles to be acquired locally (discretionally) • Pocket money for personal expenses (discretionally) • Trips promoted outside ASR Portugal School costs not included, for example: • School materials • School books • School uniform • Examination Fees • School day trips



Contacting ASR Portugal

info@asrportugal.com

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