

BOARDING INFORMATION



NORTH BROWARD PREPARATORY SCHOOL

A NORD ANGLIA EDUCATION SCHOOL

2025-2026

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WELCOME FROM THE HEAD OF SCHOOL



It is my pleasure to welcome you to the North Broward Preparatory School community, and to thank you for adding your special interests, talents, and aspirations to our already diverse international community. Upon arrival you will find yourself surrounded by students from the United States and around the world who will be joining and supporting you on your journey.

I encourage you to take advantage of every opportunity that NBPS offers. Develop friendships by participating in activities, joining clubs, participating in sports or fine arts, and going on an international expedition. As importantly, be an active member of the academic life of the school by taking your studies seriously and actively engaging in the classroom. Ask questions, produce excellent work, seek extra help, and develop relationships with your teachers, they really do care about you. By actively taking advantage of the opportunities at NBPS you will have more fun, make more friends, identify your passions, and get the most out of your time here.

Throughout your journey, you will be supported by teachers, faculty, and staff who are deeply invested in your safety, comfort, and success. You can rest easy knowing that you are among friends.

It is my belief that very quickly you will feel comfortable, happy, and like me, you'll see NBPS as your home.

Welcome!

Bruce Fawcett

BRUCE FAWCETT

Head of School

North Broward Preparatory School

STUDENT ARRIVAL INSTRUCTIONS

Please submit a copy of your flight itinerary to ResidentialAdmin@NBPS.org. To help you prepare for arrival, please see the following information about airport pickup procedures.

IMPORTANT DATES FOR NEW STUDENTS

Fall Arrivals:

- Residential facilities open for New Students at 12:00 p.m. (noon) on Wednesday August 20, 2025.
- Please arrive on campus by 6:00 p.m. on Wednesday, August 20, 2025
- New student orientation will begin at 8:30 a.m. on Thursday, August 21, 2025 - Monday, August 25, 2025.
- First Day of the class - Tuesday, August 26, 2025

Spring Arrivals:

- Residential facilities open for the spring semester at 12:00 p.m. (noon) on Sunday, January 4, 2026.

AIRPORT TRANSPORTATION SERVICE

- Transportation is included in the mandatory student fees for the 4 following trips to/from the airport:
- Arrival at the beginning of academic year (August)
- Departure for winter break (December)
- Arrival from winter break (January)
- Departure at the end of the academic year (May)

If you are flying as an "Unaccompanied Minor", there may be an additional fee that will be charged to your student account. Please contact ResidentialAdmin@NBPS.org prior to your arrival if you will be traveling as an Unaccompanied Minor.

TRANSPORTATION AND AIRPORT ARRIVAL INFORMATION

- Book your flight to arrive at Fort Lauderdale-Hollywood International Airport (airport code FLL).
- An alternative airport for arrival is Miami International Airport (airport code MIA).
- Students arriving on international flight will be met by the driver outside of customs area. Students arriving on domestic flights will be met at baggage claim. The driver will have a sign with your name and North Broward Preparatory School.

FLIGHT CHANGES AND PROBLEMS

Finding Your Driver:

- If you have a flight change and need to reschedule your airport pickup, please call or text Nikki Brown from NBPS: +1 954-225-2002.
- If you cannot find your driver, please call Nikki Brown from NBPS at Nikki.Brown@nbps.org or +1 954-225-2002.
- Do not leave the baggage claim area without your driver or without receiving instructions from Nikki Brown.

Immigration Documents:

When entering the USA, students should be prepared to present the following documents:

- Valid passport (valid at least 6 months in to the future at all times)
- Valid I-20 document
- Valid F-1 visa
- Enrollment letter
- Original funding document
- I-901 SEVIS fee receipt For more information about initial entry, please visit <https://studyinthestates.dhs.gov/kindergarten-to-grade-12-private-schools>.

We match students as roommates to enhance the student experience. In order to best match your child with a roommate, we ask that you complete the Roommate Interest Form prior to his/her arrival on campus.

[Click here to complete the Roommate Interest Form.](#)

For more information, or if you have any questions, please contact the Residential Life Administration Team at: ResidentialAdmin@NBPS.org.



FREQUENTLY ASKED QUESTIONS

ORIENTATION

Where can we stay if we are arriving with our child to the school?

The Boca and Ft. Lauderdale areas have many wonderful hotels and rental properties. We recommend the following hotels which are close to the school.

DoubleTree by Hilton Hotel Deerfield Beach
100 Fairway Drive, Deerfield Beach, FL 33441
+1 954-427-7700

Boca Raton Marriott at Boca Center
5150 Town Center Circle, Boca Raton, FL 33486
+1 561-392-4600

What happens during new student orientation week?

Orientation is August 21-25, 2025. During this time, students will take part in the following activities:

- Tour of the school
- Learn about the Residential Life policies and expectations
- Order and receive school uniforms
- Receive a school and sports physical exam
- Meet with your Academic Counselor for course selection
- Receive iPad
- Participate in social activities

Is there an orientation for parents?

Orientation for parents will be held in person on August 21st, 2025

Parents may not attend the New Student Orientation, but you may be able to visit or pick up your child at the end of each day, depending on protocols that may be in place. We will announce arrival protocols closer to the start of orientation.

We recommend students spend as much time as possible on campus during orientation week.



Will my child have healthy meal options?

Our menu is created by a team of dedicated chefs who are able to meet most special dietary needs due to allergies or religious beliefs upon request.

For menus and additional information, please visit:

<http://www.myschooldining.com/nbps>. You are also invited to download the app from the App Store on your phone. Search: North Broward Preparatory School. You will have access to information on menus, activities, and daily notifications.

How will I know if my child has all of the necessary immunizations to attend school?

The school medical staff will review all submitted immunization records upon students arrival. Families will be informed by email if students need any immunizations required by the State of Florida in order to attend school. Upon receiving parent consent, the school will take students to a local physician to get the required vaccines from the State of Florida. The cost of these services is the sole responsibility of the family. We strongly recommend that all immunizations be administered in the student's home state/country prior to arrival.

All medical documents must be translated into English.

Is the health insurance policy included in the tuition a full coverage policy?

The included policy is a travel health insurance plan, which is NOT a full coverage policy. The insurance policy does not cover pre-existing conditions, dental care, or specialists.

Coverage: The student health insurance is provided by the International Medical Group (IMG) as a student travel policy. The provided health insurance plan covers the usual, reasonable, and customary (URC) charges for eligible expenses in the area where you receive treatment.

Students will be charged a deductible per illness or injury, and this fee must be paid at the time of service. Additional charges beyond the URC charges will also be the student's/family's responsibility. This will include the cost of medications.

Eligibility: The health insurance policy covers non-U.S. Citizens as well as students with dual citizenship as long as their primary residence is outside the US.

Students who are solely US citizens are not eligible for coverage under this policy, and will need to provide proof of health insurance coverage in compliance with the Affordable Care Act.

Each year, the health insurance plans offered to our international families are reviewed to ensure that we are offering the best options available. Prior to your student's arrival, you will receive a copy of the insurance certificate, plan summaries, and a comparison guide of plans if we are offering a choice between a standard coverage and an enhanced coverage option. You will be asked to choose between the standard coverage (included in the cost of attendance) or be given the option of enhanced coverage for an additional charge.

Is there anyone my child can talk to if he/she is having problems?

Students are encouraged to speak with any residential life staff member, teacher, academic advisor, guidance counselor or, school nurse about any questions or problems they might encounter. Our faculty and staff are dedicated to supporting our students and helping them to succeed.

At times, students may find they are more comfortable speaking with a peer. For those circumstances we have our prefect leaders within the dorm as well as a peer support group comprised of both day and residential students.

When students and/or families feel that additional professional support is needed, we have a group of child psychologists that have worked with our students over the years. We are more than willing to share that list with any family. Please note that the cost of counseling is the sole responsibility of the family.



What if my child needs dental/orthodontic care?

Students who are currently receiving orthodontic treatments in their home country and arrive to the US should be prepared to sign a contract with a new orthodontist in the US to continue care or treatment as required. Orthodontic treatments usually take a minimum of 2 years to complete.

A local orthodontist will treat you once you have agreed to their terms for treatment, which may include reapplying your child's braces. Orthodontic care is not covered under the travel insurance policy. All costs are the sole responsibility of the student/family.

All students are encouraged to get a dental checkup and cleaning prior to arriving at school. Dental care is not covered under the travel insurance policy.

What if my child wears contacts?

Students who wear disposable contacts should bring enough with them to last until they go home for either Thanksgiving or Winter Break. Students who wear regular contacts should bring a second pair with them. All students who wear contacts are encouraged to bring at least one pair of eyeglasses with them as a backup.

Can my child bring their own over-the-counter medication?

Students should not bring any medication unless it is prescribed by a doctor and they have submitted the Authorization for Administration of Prescription Medication Form. The school nurse will review all medications to determine if they are approved for use in the US. If approved, all medication must be administered by the school nurse or a member of the Residential Life staff. Students are not permitted to keep any medication in their room or on their person.

How will my child stay healthy?

Our menu is created by a team of dedicated chefs who are able to meet any special dietary needs due to allergies or religious beliefs, upon request. Students can stay fit by joining a school athletic team, participating in after school sporting activities, or signing up for a local gym at their own expense.

For menus and additional information, please visit:

<https://nbps.flikisdining.com/menu>.

How will I clean my clothing?

Washing machines and dryers are available in the residence, and students can use them at no cost. Students are responsible for purchasing their own laundry detergent. There is an approved laundry service that students may hire to collect their laundry from the dorm and return it after washing. Students must pay the fee for this service directly to the vendor.



PRE-ARRIVAL HEALTH INFORMATION

In preparation for the 2025-2026 school year, medical information is required to be uploaded into our Magnus Health Portal. Prior to your arrival on campus, you will receive a welcome email from Magnus Health with information on how to log in and create a password.

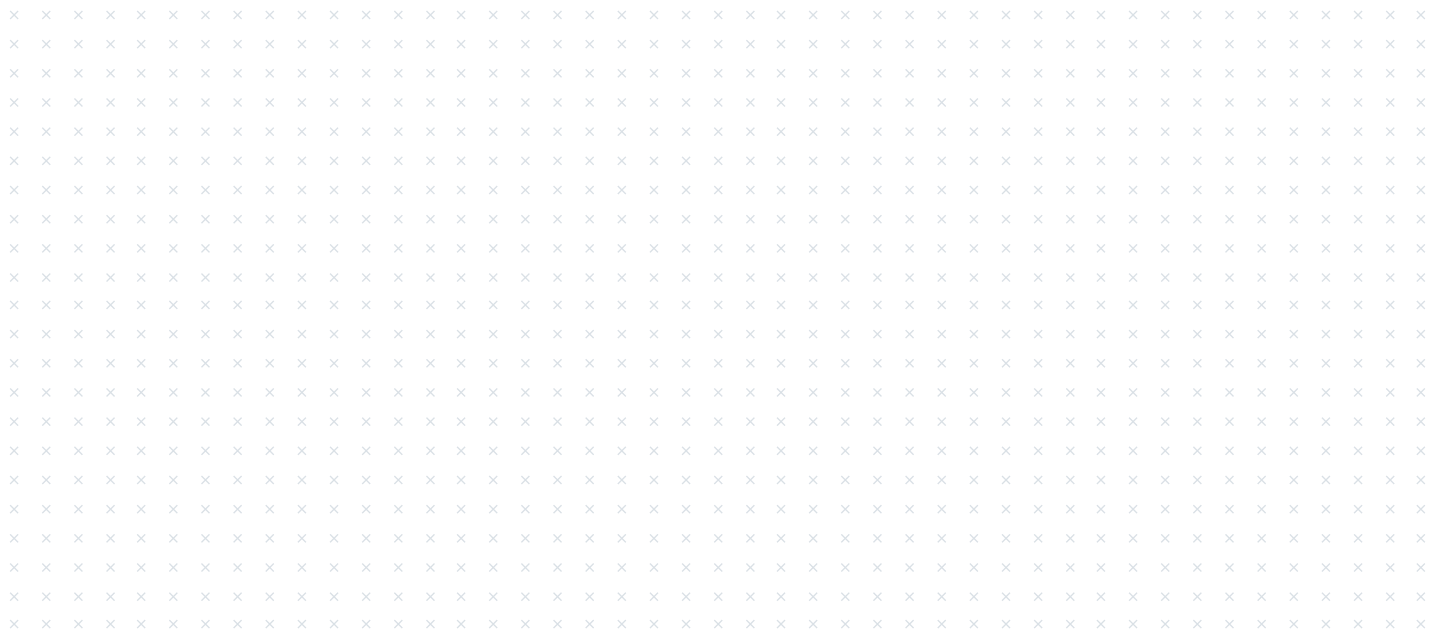
Information must be submitted for each child attending NBPS. Please reserve 20-30 minutes per child to complete this process initially. The information will be securely stored, and returning NBPS parents will simply provide updates as needed. If there are outstanding items to complete in your Magnus account, you will receive weekly automated reminders. All forms are able to be printed from the Magnus health portal.

Additionally, please visit our School Clinic webpage for additional information to be submitted prior to your student's arrival. Please continue to check with this page throughout the year for any updates.

If you are having difficulty navigating the Magnus system, entering data online, downloading the hard-copy forms, or if you have any other questions, please contact customer support at Magnus Health SMR by phone at +1 877-461-6831 or by email at service@magnushealthportal.com.

Thank you for your assistance. Should you have any questions, please feel free to call or email.

Chelsea Mirto, RN, BSN
Residential Nurse
+ 1 954-247-0011 E: 709
Fax: + 1 954-247-0045
chelsea.mirto@nbps.org
residentialmedical@nbps.org



How will my child select his/her classes?

Based on the results of placement tests taken prior to arriving on campus, and taking into consideration the student's previous transcript, a student will be placed in core academic classes (English, Math, Science, Social Science) that are suitable for the student's ability.

If your student has not completed the academic assessments prior to arrival, they will be given academic assessments during orientation week.

In addition to these core classes, student will choose elective classes, which include Fine Arts, Athletics, Academic and Technology classes. The Residential Life Academic Coordinator will be present during the course selection process to provide guidance and answer any questions.

A daily schedule will consist of seven classes in total.

What academic support is available to my child?

- Extra help sessions with teachers before and after school
- Two hours of mandatory study time on school nights
- Peer tutoring
- Meetings with our Residential Life Academic Coordinator
- Private one-to-one tutoring (for an additional fee)

How can I keep track of my child's performance in school?

Canvas is the online school information systems (SIS) used at North Broward Prep School . These systems are what teachers use to communicate and inform students, parents, guardians, and/or agents of grades, assessments, deadlines, and any other pertinent information related to the classroom.

- Instructions regarding how to access Canvas will be sent to the email address we have on file.
- You may also contact the Residential Life Academic Counselor working with your student, Mr. Jonathan Henn at jonathan.henn@nbps.org with any questions or updates

Does my middle schooler have any books that they need to read over the summer?

Yes. Grades 6-8 must choose 3 books from the selections outlined on the Virtual Library Page found on the school website under the academics tab. [Middle School Reading List](#)

Does my high schooler have any books that they need to read over the summer?

Yes . You can find out about the required summer reading books and assignments on the Virtual Library Page found on the school website under academics tab. [High School Reading List](#)



What should I buy once on campus?

Once students arrive on campus, there will be trips to local stores to buy essentials such as toiletries, clothes hamper, bed linens, towels, school supplies, etc. Residential staff members can help recommend the items students might need. Weekly trips are offered to the stores throughout the school year to purchase additional supplies.

What will be provided for me?

The following items will be provided for you upon your arrival:

- One set of school uniforms (new students only): including 5 tops, 4 bottoms, an Oxford shirt, a blazer or vest, a tie (boys only), and a sweater.
- Bedroom furniture: bed, clothing storage, nightstand, personal safe for storing valuables, desk and chair
- iPad and accessory rental for the school year (must be returned before school year departure)
- E-books
- Mobile phone plan (SIM card) with a U.S. phone number for U.S. domestic texts and calls.

What kind of mobile phone plan will I receive?

Students will be provided with a SIM card for use with their personal mobile phones. The mobile phone plan includes a U.S. phone number, unlimited domestic calls, unlimited domestic and international texting, and data. While the plan allows students to receive international calls, it does not include outbound international calls.

Can I bring my own mobile phone and computer?

With their parent's permission, students may purchase their own personal phone and data plan. Personal phone plans are not paid by North Broward Preparatory School and remain the financial responsibility of the student and their family.

All mobile phones must have a U.S. phone number so that residential staff members can easily reach students. If students choose to use a personal phone with an international phone number, they must also carry their North Broward Preparatory School phone while off campus.

Desktop computers are not permitted in the residence. Students must bring their own laptop computer; however, North Broward Preparatory School is not responsible for any loss, damage, technical issues, viruses or any other issues related to personal electronic items.

What should my child bring upon arrival?

- Appropriate clothing for after school and weekend activities. Clothing should be in good condition with no profanity or inappropriate images.
- A jacket for the cooler weeks of the year.
- Formal closed-toed dress shoes in black or brown for school formal dress days. Styles include oxfords, loafers and ballet flats.

What items should my child purchase upon arrival?

Upon arrival, students will be taken to the local shops to purchase the following items for their dorm room.

- Bed linen for a twin extra-long mattress (approximately 99.1cm x 190.5cm)
- Towels
- Laundry detergent
- Hamper
- Blanket or comforter
- Hangers
- Shower caddy
- Toiletries

Over the course of the first couple of weeks, there will be multiple opportunities to purchase additional items for the room as well as any school supplies that are needed.

Can we have items sent to the school prior to arrival?

Families can choose to purchase items for the student's room in advance and have them delivered to the residence hall. Do not schedule any deliveries prior to August 10, 2025.

- All deliveries should be addressed to the student and shipped to the following address:
7600 Lyons Road, Coconut Creek, FL 33073 (800 Building)

When will my child receive their school uniforms?

All new boarding students will be measured, sizes determined, and outfitted with the school uniform during orientation week.

- New students will receive a full set of uniforms (5 tops, 4 bottoms. Oxford shirt, blazer or vest, tie (for boys) and sweater.
- Additional clothing (t-shirts, jackets, accessories) is available for purchase at the school store.

Will my child have a roommate?

The dorm rooms are designed to have two students per room. Students are generally placed with another student in the same grade. We try to place students with similar interests together, and when possible, we strive to make the rooms culturally diverse.

Included in this packet is a roommate interest form. Please see this form on [page 2](#). **Please complete and submit it prior to August 1, 2025, if possible.**

We have found that when English is the common language in the room, students become more comfortable speaking English both in the dorm and in the classroom.

A single room option can be requested for an additional fee. (as space is available)

Where do students eat their meals?

All meals are served in the dining halls on campus. Students also have the option of purchasing additional food and beverage items at the school store or at the school café. Any items purchased at these locations is billed to the student's school account and will appear on the monthly statement.

How is laundry done in the residence hall?

- All students are responsible for washing their clothing, towels, and linens on a regular basis. Students are assigned one day during the week to do laundry and have access to the laundry rooms during the weekend for any additional laundry they need to do.
- Students are responsible for purchasing their own hamper, laundry detergent, and fabric softener.
- Dorm parents will assist students in learning how to properly sort and wash their laundry if they don't already know how.
- There is an approved laundry service that students may choose to use that will collect their laundry from the dorm and return it once done. Students must pay the fee for this service directly to the vendor.

What electronics will my child receive?

Students will receive the following once they arrive at the school:

- iPad and accessories – this is only for the school year and must be returned before the student departs for summer break
- E-books – all e-books will be ordered for the students based on their academic schedule
- Mobile phone plan – All students will receive a SIM card with a US phone number. The cell phone plan includes unlimited domestic calling and unlimited domestic and international texting. Students will be able to receive international calls but will not be able to make outbound international calls.

Should my child bring money?

Students are not allowed to keep more than \$200 cash in their room or on their person. Students who do not have a bank account in the US may store any additional funds in a secure safe located in the residential administrative offices on campus. All cash deposits or withdrawals are recorded on a ledger and signed for by both a member of the administrative team and the student.

During orientation, students who are 18 years old or older may choose to open a US bank account to secure their money.

We recommend establishing an account with an international bank in your home country with branch locations in the United States. Students coming from China can open an account with China Construction Bank, which is affiliated with Bank of America.

How are valuables secured in the dorm?

Students are provided a personal safe in their room to store valuables. Students are to lock up their wallets, credit cards, jewelry, or any other valuable items prior to leaving their room.

It is important that students play an active role in ensuring that their valuables are properly secured.

Where is my child's passport kept during the school year?

All passports and I-20s are secured in the residential offices in fire-proof and water-proof cabinets. Students are required to sign out their passport if they need it for the bank, taking the TOEFL exam or for traveling. Upon return to the dorm, students must return their passport and I-20.

How can my child join a club at the school?

During the start of each school year, a club fair day is hosted, which gives students the opportunity to learn about the various clubs that are offered for both middle and high school students.

Students can also speak with our prefects (student leaders) in the residence hall, as many of them are actively in clubs and/or athletics within the school community.

All residential students are required to be an active member of at least one school-sponsored club, an athletic team, or a member of a fine arts team (debate, drama, pep band, etc.)

How can my child join an athletic team?

To be eligible to try out for an athletic team, students must be in attendance at school within the first twenty (20) days of the school year and must be enrolled in a full-year program.

The following items must be submitted:

- Official transcripts from Grade 8 to the current year (must include a translated version if not in English)
- Signed GA4 form (this will be included in the pre-arrival forms which you will receive over the summer)
- Signed EL4 form

All additional paperwork, including the sports physical exam, will be completed on campus once your child arrives.

Can my child leave campus after school or during the weekend?

Students may leave campus either by foot (walking, skateboarding, biking), taking the Coconut Creek bus, driving with an NBPS student, or driving with an NBPS parent based on the permissions we receive from parents in the pre-arrival forms which you will receive over the summer.

Any time a student wishes to leave campus they must submit a leave request in REACH. REACH is an online school boarding system that coordinates Leave Request procedures for School Staff, Parents, Hosts and Boarders by creating an easy-to-use, paperless system that students will be able to access from anywhere at any time.

Based on the permissions we have received from parents, we will then either approve or deny their request.

Can my child sign out for the entire weekend?

Any residential student can submit a leave request to sign out for the weekend. Parents will receive a copy of the leave request and will either approve or decline the request. The leave request is sent directly to the parents email accounts that we have on file.

After a parent approves the request, the host will receive a similar email asking them to approve or decline the leave request. If the host approves the request, the Campus Manager will then contact the host and make the final decision regarding approval.

What activities are available on the weekends for the students?

Each week students can select from a variety of activities ranging from community service to sporting events to spending the afternoon at one of the beautiful beaches in South Florida. Below is an example of a weekend schedule.

Examples of weekend trips include:

- Ice Skating
- Hollywood Beach
- NHL games (Florida Panthers)
- Bowling at Delray Marketplace
- Students in grades 6-8 are encouraged to attend at least two weekend activities each week.
- Students in grades 9-12 are encouraged to participate in activities throughout the school year.
- In addition to the scheduled weekend trips, we provide students transportation to local spots (restaurants, movies, shopping, etc.) on the weekends using the residential vans.
- Students of all grades are welcome to suggest trips that they would like to attend with their friends.

What do the students do during the school breaks?

During Thanksgiving Break and Spring Break students are provided the opportunity to attend a school sponsored trip. Information for the trips that are offered will be sent to both students and parents.

Students not attending the trip must either travel home to visit an approved friend or family member. Students plans for breaks must be communicated to the Residential Life team at least a week prior to the break.

The residence hall is closed during Winter Break. During this time, the students must return home or stay with an approved friend or family member.

CONTACT INFORMATION



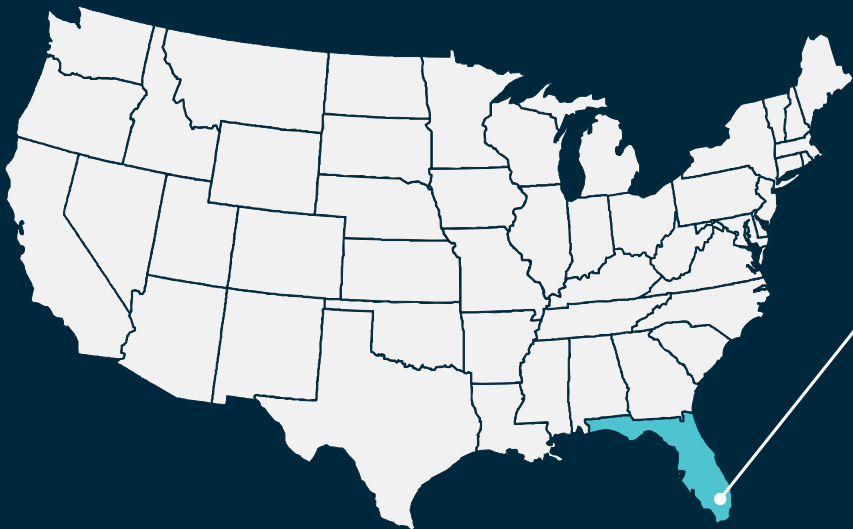
We look forward to your child joining the North Broward Preparatory School Residential Life program for the 2025-2026 academic year. If you have any questions prior to your arrival, please contact us at:

**North Broward Preparatory School
Residential Life Team**

+1 954-247-0011
ResidentialAdmin@NBPS.org
7600 Lyons Road
Coconut Creek, FL 33073 USA



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Coconut Creek, FL 33073