

# B1a

## BOARDING AT AMESBURY

### 1. School Aims

- Develop in every child the necessary skills, aptitudes and abilities to enable him/her to move on to senior school and beyond as an emotionally resilient, autonomous learner.
- Develop a caring community within the school by encouraging commitment, courtesy, co-operation, tolerance and compassion towards one another whilst understanding that each individual is a member of a wider community.
- Provide pupils with a model of how an excellent organisation is run, one in which there is culture of high achievement, a willingness to adapt and a propensity for innovation.
- To create the circumstances in which all members of staff have the opportunity for personal development and feel able to make the fullest of contributions to school life.
- Fulfil our social and environmental responsibilities to society.

### 2. Mission Statement and Principle Aims of Boarding

The arrangements for boarding at Amesbury have regard for the National Minimum Standards for Boarding Schools or, where applicable, the National Minimum Standards for Residential Special Schools. We recognise that the nature of the boarding environment demands clear policy and practice to ensure the safety and wellbeing of the children. This policy should therefore be read alongside the Safeguarding Policy.

Boarding at Amesbury is very closely linked to the first two school aims. By offering the pupils the chance to board for a whole week, boarding hopes to develop their emotional resilience, independence, co-operation and tolerance. These are key life skills that will enable pupils to move to their chosen senior schools with an air of confidence and integrity. Added to this, boarding provides a safe and nurturing environment which the pupils find both stimulating and fun.

### 3. Boarding Aims

- Give pupils the opportunity to be independent from home on an occasional basis and by so doing to enable them to develop appropriate skills for senior school and beyond.
- Provide pupils with additional opportunities to learn how to function effectively within a team.
- To give pupils opportunities to learn how to make sensible choices in terms of balancing work and recreation.
- To provide pupils with the opportunity to reflect on how successful they have been in achieving aims 1-3.

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## 4. Boarding Rules

1. Considerate and sensible behaviour is required at all times.
2. Pupils should not enter any “out of bounds” areas in the school grounds.
3. At no time should children enter staff accommodation, they should knock and wait.
4. Access to the dormitories during the daytime and evening is only permitted with the Housemasters consent.
5. No food is to be consumed in the dormitories.
6. No mobile phones or other personal digital devices.
7. Lights out at 9:00pm
8. Respect all property: your own, other people’s and the School’s. Do not use anyone else’s property without his/her consent.
9. Respect other people’s privacy.
10. Pupils must appreciate that boarding is an extension of the normal school day. In that regard the school Values & Discipline, Anti-Bullying, Safeguarding and Complaints Policy are equally applicable in the boarding house.
11. ‘Initiation ceremonies’ which are intended to or which might cause pain, anxiety or humiliation are banned.

## 5. Staffing

Boarding is managed and supervised by qualified and experienced adults. The Head of Boarding (Mr Nick Randall) lives on site and is on duty at all times when the boarders are in residence.

Boarding staff are on duty each week on a rota basis.

Medical care is under the supervision of the School Nurse who liaises closely with the Boarding Staff on duty.

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Boarding Staff are readily contactable by pupils at all times and whilst on duty the welfare, safety and security of the pupils is their main concern.

## External Listener

Mrs Glynis Blake  
Tel: 07990 665813

## 6. Daily Routine

### Morning

- 7.00am Wake-up call.  
Showers.  
Dress: Uniform should be tidy with shirts tucked in.
- 7.30am Breakfast in the Dining Room. A typical menu is: Fruit juice/milk; Selection of cereals; Toast; Preserves; Fruit Bowl; Bacon, Sausages, Boiled Egg on occasions.
- 7:50pm Washing Up
- 8.00am Brush teeth and hair  
Make beds and prepare for the school day
- 8.10am To form rooms for registration

### Evening

- 5:45pm Supper in Dining Room with member of staff on evening duty
- 6:00pm Washing Up
- 6.15pm Change into home clothes
- 6.30-8.00pm Organised activity (Sport, Film, Baking, Arts & Crafts, Make Up, Leisure time, Offsite trip etc.). All activities are decided by pupils, with freedom to choose to do Prep during these times instead.
- 8.00pm Hot Chocolate and Toast/"Chill out time"
- 8:20pm Washing Up
- 8.30pm To dorms for Showers and ready for bed.
- 9.00pm Lights out

## 7. Activities and Free Time

Activities are organised and run by the Boarding staff through the week. The Housemaster oversees the smooth running of these. Activities aim to be both diverse and rewarding, but above all, enjoyable. Pupils are supervised at all times during the activities, and these activities are conducted in safe and appropriate areas.

During pupils free time they are able to be alone in the room adjoining the dormitories, if they wish.

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## 8. Meals and Tuck

Meals are provided for all Boarders. The evening meal starts at 6pm and there is a brew after showers. Breakfast starts at 7:30am. No tuck is allowed as meals and snacks are provided.

## 9. Possessions

Similar to a normal school day there is no need for boarders to bring in money or valuables. If, however, there is a trip out during the day and spending money is allowed then the child must give the money to the Housemaster to look after until the day of the trip. Each child has a cupboard for uniform and kit. They can of course bring in reading material, teddy and so on. Mobile phones are not to be brought into school.

## 10. Illness

A trained First Aider is on site from 6pm-8am for boarders. Children who become ill will have access to medicines as listed on their medical forms. Similar to day school, parents may be called to collect their child if deemed appropriate by the First Aider and Housemaster.

## 11. Fire Procedure

The following drill is applicable from 6.00pm-8:00am whilst pupils are boarding. In the event of an evacuation the Housemaster and the Boarding Assistant are responsible for the safety of the pupils. The Housemaster is responsible for ensuring the following:

1. At the beginning of each boarding week the Housemaster explains in detail the fire procedure. A Fire drill will be held during the first evening of boarding. A Fire Drill report will be completed by the Head of Boarding and submitted to the Chair of the Health and Safety committee.
2. The following procedures are to be followed by ALL staff:
  - On discovering a fire, operate the alarm by breaking the glass in the nearest alarm point. Shout "fire" if you think this is helpful.
  - The Housemaster is to ring 999 as soon as the fire is confirmed.
  - On hearing the alarm, leave the building immediately by the nearest and safest exit.
  - Walk down the wall side of the staircase.
  - Once outside go directly to the Memorial Garden.
  - Staff to close all doors and windows if they have time to do so.
  - At night pupils are to put on and fasten a coat or dressing gown (or take a duvet) and shoes.

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3. Any 'exceptional' incidence that may have a potential safeguarding concern must be immediately reported to the Head of Boarding and recorded on the Exceptional Incident Recording Sheet. This sheet will be submitted to the Deputy Headmaster at the end of the week for review.

## 12. Complaints

1. Boarders, parents and all staff have access the school's Complaints Policy from the school website or by requesting a copy at the School Office. Pupils will never be penalised for making a complaint in good faith. The policy explains the following:-
2. How to contact Ofsted regarding any complaints concerning boarding welfare.
3. How complaints will be resolved either to the complainant's satisfaction, or with an otherwise appropriate outcome which balances the rights and duties of pupils, within explicit time periods.
4. Details of how parents may appeal against a decision made by the school about their complaint.
5. A written record is kept of serious complaints and their outcomes for review at the Safeguarding meetings which meet twice a term and involve School Governor (Safeguarding), Head, Deputy Head, Head of Boarding, SEND Co-ordinator & School Nurse, Head of E-Safety

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