



**A Handbook for Boarders  
September 2018**

## **Useful Contact Details:**

Nursing Sisters	Sister Rosemary Light	01749 814146 (direct line) <a href="mailto:healthcentre@sexeyes.somerset.sch.uk">healthcentre@sexeyes.somerset.sch.uk</a>
School Reception:	Mrs Samantha Brownlow	01749 813393 - for enquiries
Headteacher's PA	Mrs Sarah Stallion	01749 814103
KS Secretary, Attendance	Mrs Sandra Lewis	01749 814141 – absence from School
Head of Boarding	Mr Matt Kiely	01749 813393 <a href="mailto:mkiely@sexeyes.somerset.sch.uk">mkiely@sexeyes.somerset.sch.uk</a>
Data Manager	Mrs Liz McComish	01749 814105
Coombe Duty Office and Matron	01749 814126 with answer phone (Matron available 8.30am–12.00pm & 2.30pm– 5.30pm)	
Coombe E-mail:	<a href="mailto:coombehouse@sexeyes.somerset.sch.uk">coombehouse@sexeyes.somerset.sch.uk</a>	
Lisbury Duty Office and Matron	01749 814132 with answer phone (Matron available 8.00am-11.30am & 2.00pm-5.30pm)	
Matron/office email	<a href="mailto:lisburyhouse@sexeyes.somerset.sch.uk">lisburyhouse@sexeyes.somerset.sch.uk</a>	
Macmillan Duty Office and Matron	01749-814138 with answer phone (Matron available 8.30am–12.30pm & 3.30pm–5.30pm)	
Macmillan House email	<a href="mailto:macmillanhouse@sexeyes.somerset.sch.uk">macmillanhouse@sexeyes.somerset.sch.uk</a>	
Enquiries about Academic Progress or Behaviour in school		
KS Secretary	Mrs Sandra Lewis	01749 814141
Head of Key Stage 3	Mr Darryl Carpenter	<a href="mailto:dcarpenter@sexeyes.somerset.sch.uk">dcarpenter@sexeyes.somerset.sch.uk</a>
Head of Key Stage 4	Mr Trevor Oats	<a href="mailto:toats@sexeyes.somerset.sch.uk">toats@sexeyes.somerset.sch.uk</a>
Deputy Head Academic	Mr Daniel Bull	<a href="mailto:djbull@sexeyes.somerset.sch.uk">djbull@sexeyes.somerset.sch.uk</a>
Assistant Head Pastoral	Mr Philip Clackson	<a href="mailto:pclackson@sexeyes.somerset.sch.uk">pclackson@sexeyes.somerset.sch.uk</a>

## **WELCOME TO THE BOARDING COMMUNITY**

Before starting you will have lots of questions to ask. The answers to some of them are in this booklet. If not - don't be afraid to ask. It takes a while to find your way around the houses and to feel confident in the routines. Don't worry - there will be plenty of people to guide you.

### **Michaelmas Term 2018**

The boarding houses will welcome all new boarders and their parents on Tuesday 4<sup>th</sup> September at 4.30pm. Students do not need to arrive in school uniform. New boarders will be shown to their dormitories and at 5pm the Senior House Parents will formally welcome you and introduce the other staff. They will organise registration, collect pocket money and answer any queries over a cup of tea.

The Nursing Sister will be available in the Health Centre to see parents on an individual basis concerning medical matters regarding their son/daughter/ward. She will also collect any medication they might have. Medication can only be kept in the house on the recommendation of the Nursing Sister. If you are in any doubt please do not hesitate to speak to her.

Once all the business is done we suggest that parents/carers don't stay around for too long – a protracted goodbye makes things more difficult for all.

### **Fun, Friends and Achievement**

Most importantly we want our students to have fun, achieve, feel comfortable and form friendships that will last their lifetime. To help them to settle it is strongly advised that new boarders spend the first weekend at school when a variety of fun team building exercises will be taking place – the best way to make friends is to do activities together.

### **The Aims and Ethos of Boarding**

We provide high quality, affordable boarding where individuals can develop socially, emotionally and academically as part of a caring learning community. Boarding is structured to support the aim of the school as set out in our Mission Statement:

'Teaching children to think intelligently act wisely and be fully engaged in a challenging and changing world'.

### **Student Welfare and Safeguarding**

The Boarding Staff provide a safe, secure environment with clear boundaries in which all students can take a pride and feel a sense of belonging. We operate Positive Behaviour Management with students being rewarded for good behaviour. When students do come into conflict, Restorative Justice is used to get students to accept responsibility and understand the consequences of their actions.

Sexey's School is committed to safeguarding and promoting the welfare of all children with a comprehensive Safeguarding Policy and Child Protection procedures in Place. All staff including support staff, supply Staff, volunteers and governors are aware of this policy and procedures and share in this commitment. This policy is available to parents on the school website.

On occasion, the school has to share welfare concerns with other agencies and work with them to support children. We will ensure that our concerns are discussed with parents/carers first unless have reason to believe that doing so would not be in the interest of the child's welfare.

## **Health**

We encourage a healthy lifestyle (and a great deal of fun) by providing a wide range of activities and promoting healthy eating. We work with the Health Centre to pay attention to the physical and emotional health of the children.

We support the work done in school on Health Education with age-appropriate informal discussion on topics such as alcohol, illegal substance abuse, smoking, sex education, sexually transmitted infections, and protecting oneself from abuse. Such issues are often brought up by students as a result of reading the newspaper, watching the television or topics they have covered in school. Discussion is sensitively handled and takes into account the age of the students.

More formal discussion is provided through the Health Centre. The Nursing Sister is also available to come and discuss issues with groups of students should the need arise.

## **Support**

With a wide range of characters (and ages) living in the community most children will find someone who they can relate to and trust with their worries. The Houseparents, Assistant Houseparents, Matron, House Tutors, Prefects, Nursing Sister and Counselor are all available for one to one talks. All new students are given a Peer Buddy to help them through the first few weeks at school and the staff make a point of finding out how things are going on a regular basis.

## **Activities**

We like the students to be busy and get as much as they can out of a boarding lifestyle. We strongly encourage participation in House and School Activities to build confidence and self-esteem. There are so many things going on and we find that the students who put the most in get the most out in terms of enjoyment, personal development and exam results. We encourage self-responsibility and the skills associated with becoming independent young people.

We look to 6<sup>th</sup> formers to set an example and develop leadership skills by helping to lead activities.

## **Communication and Visiting the House**

Parents/carers are by far the biggest influence on young people but the boarding staff also have a role. It is vital that there is good communication between boarding house and parents – please phone or email about any concerns or to ask about progress. We do not phone about every minor thing – we encourage students to stand on their own two feet – but will get in touch about anything important.

The use of mobile phones can result in parents being made aware of situations in the house before Housestaff. Please ask your child to tell staff if they ring you up about something you feel we should know about. If they feel ill and ask to come home please ring the House to check what the situation is. The usual procedure is that if someone is not well enough to stay in the boarding house we will arrange for them to go to the Health Centre. If the Health Centre staff feels it appropriate they will contact parents to arrange for collection.

We are happy to receive occasional visits from parents/carers but ask that you help in the smooth running of the Houses by contacting the Housestaff before coming to visit or pick up or drop off their son/daughter/ward. Obviously there is no need for this if the visit is within the usual pick-up times or there is a standing arrangement.

When visiting a boarding house parents/carers are only allowed to go to a student's dormitory on the first day of term up until 8pm and last day of term to help with luggage. At other times (eg Quarter Term and Half Term breaks) parents/carers are not allowed into dormitories for safeguarding reasons.

## **Essential Basic Equipment for School**

The first few days of term are probably the most important days in the life of a new boarder. Patterns of work and play are established and every student looks for the security of a well-ordered routine.

Here is a list of basic school equipment that your son/daughter/ward will need from the first day in the classroom:

1 x bag for school books (with padlock)	1 x ruler
1 x bag for PE Kit (with padlock)	1 x pocket dictionary
Several ball point pens (blue or black)	1 x rubber
Several coloured pencils	1 x pencil sharpener
4 x H B pencils	1 x notepad (for rough work)
1 x compass	

**Solvent-based correction fluids ARE NOT ALLOWED in school**  
**Aerosols of any type are NOT permitted in the boarding house**

The Resources shop is open most break times to provide children with pencils, pens etc. Any valuable items **MUST** be marked with the owner's name or initials.

## **Calculators**

The Maths Department will have scientific calculators available for purchase during the first few weeks of term at reasonable cost. It would be appreciated if parents could delay purchasing a calculator until then as uniformity helps in teaching how to use a calculator properly.

## **In the Boarding House – Matron's Business**

Matron plays an important role, both in keeping the house in order and being someone to talk things over with. With so many people to keep organised and so many items of clothing being washed and returned to the right person we cannot stress enough the need to **label everything**. Sewn on nametapes are by far the most effective way of naming clothes. Any new clothes brought in after the beginning of term must be named. Parents should check at all times, particularly when returning after exeat weekends, that any new items of clothing etc are clearly marked with their son/daughter's name.

If your son/daughter loses any item of clothing etc, please ensure they check with Matron to see if they have been misplaced before agreeing for them to purchase new. All items of clothing etc which are not named are kept by Matron. After a reasonable period of time if these unnamed items are not claimed they are given to local charity shops. Watches, calculators, mobiles and other such personal belongings should be clearly marked with your son/daughter's name. Shoes/Trainers should be clearly marked preferably with indelible ink. Parents are reminded that such valuable items are not covered for loss or damage by school and therefore should be included within your home contents insurance. This applies particularly to musical instruments.

## **Health & Safety**

Health & Safety regulations require us to carry out a Portable Appliance Test (PAT) on all electrical equipment brought into school e.g. hairdryers, straighteners etc, not phone chargers, iPods or low voltage equipment. Items that pass the test will be marked with a "safety sticker"; any failed items will be handed back to parents for safety reasons.

Students will be informed on the first evening of the routine to follow when the Fire Alarm sounds. Fire drills are conducted at least once per term.

## **Clothing and Possessions**

We ask you to take pride in the way you wear your school uniform - no added jewellery or make-up can be worn during the school day. Several times a term we have an activity that requires smart wear – nothing too formal but please make sure that you have something suitable (no denim).

Space is limited and you have to take your entire possessions home at the end of each term so don't bring too much with you. You will be provided with a lockable box which may require a padlock so bring one with you. We do not recommend combination locks as students are inclined to tell others their combination. Please leave a spare key with the housestaff in case keys get lost.

Students are advised to lock away any valuable items and parents should make sure that they are covered on their own insurance as the school is not insured against loss. Possessions that go missing usually turn up having been left carelessly around the school by the owner. However, some things never re-appear and may have been stolen. The House Staff fully investigate such occurrences but are sometimes unsuccessful. It is very difficult to locate money that goes missing and it is advised for students in the lower school to use the pocket money system.

Balls, skateboards etc should not to be kept in the dorm. These can be stored for you elsewhere...

## **Laundry**

Most of your laundry is done for you by matron and her staff, and is normally returned within one working day. A list of what items are needed for washing and on which days are displayed in the boarding houses. Whilst as much care as possible is taken with the student's laundry, we cannot be held responsible for items which should either be dry cleaned or are not appropriate to go in a tumble drier.

**We ask that items that require a special or delicate wash treatment are not brought to school.**

Net washing bags, which keep your laundry together and make it less likely that things will get lost, can be purchased from Matron. You must have a small one for pants and socks - a large one for other clothes is optional (but very worthwhile).

Please make sure that all clothes brought to school **are named** - you would not believe the pile of unnamed, unclaimed clothes at the end of each term. Parents - your children will not search and look after their clothes as thoroughly as you would hope - take precautions!

Students resident in the UK are expected to take home all their clothes and personal belongings at the end of every term. Please ensure you bring their suitcases, trunks etc prior to each of these periods. This allows parents to check on the condition of items and arrange any replacements if necessary. This is also the time when Matron and her staff are able to spring clean the boarding houses.

## **Games Kit Wash**

After a games lesson students should ensure that their kit is left for Matron to wash. Games kit bags should never be left in school overnight.

## **Dormitories**

Students from other house or other year groups are not allowed in your dormitory. All students in a dorm have collective responsibility for the tidiness of the dormitory. It is checked every morning and full dorm inspections are conducted weekly for each year group.

## **ESSENTIAL and non-essential ITEMS**

All students
Full Uniform as per Prospectus
Casual Clothes*
Pyjamas*
Dressing Gown*
Slippers*
2 Pairs Trainers/Casual shoes* (1 pair for Sports – 1 pair for casual)
Winter Coat (dark colour)*
School Shoes*
Towels x 4 (2 for Sport 2 for House)*
Wash Kit*
Duvet Cover & Pillowcase
I Pod/MP3/tablet/IPad etc
Posters – <i>lots of</i>
Teddies

**Items marked with an \* these must be provided**

### **Bedding**

The boarding house supplies sheets, duvet and cover, pillows and pillowcases etc. However if your son/daughter wishes to bring their own duvet and duvet cover they are most welcome to do so. They will be laundered on site with all the other bedding. Please ensure they are clearly marked with your son/daughter's name so they can be easily distinguished from school bedding. If any other personal bedding is brought into the house i.e. small blankets please note these will not be laundered on the school site.

### **Pocket Money**

Please deposit pocket money to Housestaff at the beginning of each term. You may of course add money to your son/daughter's account at any time during the term. The amount of pocket money per week is at the parents' discretion. As a guideline we suggest £5.00-£8.00 per week for full boarders in year 7, £3.00-£5.00 for weekly boarders. This may rise as they get older. Boarders in year 7 and 8 have the opportunity of going down to Town after school once a week with more regular visits for older students. We ask parents to set a weekly allowance and will enforce this.

Students in older years often have a bank card and organise their own finances. There is a cash point machine in Bruton.

### **Trips and Activities Account**

For most house trips the school provides the transport ie using the school minibuses and the Houseparents pay for the entrance fee to any attraction (cinema etc) but claim this back from you by adding the cost to your Direct Debit Account, the bill for which you receive at the end of term. The cost of these visits are sometimes subsidised from the House funds. For any activity costing more than £25 we will get direct permission from you in the form of a consent letter with returnable slip – the payment may be direct debited or you may send a cheque. Trips involving an adventurous activity will always require a consent letter. At the start of term parents may complete a consent letter that covers all trips. If completed then permissions may then be given by email or phone call.

### **Security**

The houses have an electronic lock system on all doors for which students are issued with a code at the start of the year. Students cannot get back into the house during the day so make sure that you have taken all books, bags and kit with you in the morning. It helps if you organise yourself the previous night.

## **Personal Files**

Passports, tickets and other documents are best not left in dormitories. Please hand them to staff who will place them in your personal file which is kept in a secure place in the office. Information of a sensitive nature is only passed on to staff who need to know in order to ensure effective pastoral care.

## **Behaviour**

We try to run a structured, well-ordered community in which individual freedom is exercised within the framework of simple, clear and universally applied rules; courtesy and common sense are valued qualities. Incidents of poor behavior are dealt with immediately by the duty staff; incidents that are more serious are passed to the Senior Houseparents, Director of Boarding or Headteacher as appropriate. Boarding House Prefects assist the Housestaff and may issue sanctions with the authority of the Housestaff.

Where possible we commend good behavior and reward by allowing more responsibility and privileges. When we have to, sanctions are imposed which usually involves greater supervision and loss of privileges. Minor offences are dealt with by a word of admonishment or the imposition of Community Service. Where a lack of responsibility is shown students may be 'Gated' where students are not allowed off the house site unless doing an activity supervised by a member of staff.

More serious incidents are dealt with according to the School's Behaviour Policy. A ladder of school sanctions is posted on the house noticeboard. We treat smoking as a serious issue - students and parents should be aware of the sanctions ladder that applies to smoking offences published in the School Smoke Free Policy.

All conduct which tends to bring discredit upon the School, whether on the school premises or elsewhere, will be treated as a breach of the school rules. When a pupil's behaviour is causing particular concern the school will seek to involve the parents at the earliest appropriate time.

## **Complaints**

We record all complaints from students and parents, investigate them and get back to the person as soon as possible. Where appropriate, complaints are passed on to the appropriate person to be answered but in general, complaints concerning the care and welfare of a student should initially be addressed to the Senior Housestaff. If you feel that your complaint has not been satisfactorily resolved then you should contact the Director of Boarding, the Headteacher and the Governors in that order.

## **Details of people that students may wish to contact**

Students have a number of people who they can confide in at school and we hope that all students will find someone who they can relate to.

The Children's Commissioner for England promotes and protects children's rights in England. She does this by listening to what children and young people say about what matters to them and making sure adults in charge take their views and interests into account. We ensure that all students have the contact details of the Commissioner in case they feel they are being unfairly treated.

### **The Office of the Children's Commissioner**

Sanctuary Buildings, 20 Great Smith Street, London, SW1P 3BT

Tel: 020 7783 8330 Email: [info.request@childrenscommissioner.gsi.gov.uk](mailto:info.request@childrenscommissioner.gsi.gov.uk)

## **Prep**

Prep is a vital part of school life and we use it to encourage students to take responsibility for their own learning and develop their Independent Learning skills.

All students in Year 7-9 do their prep either in-house or in a classroom, under the supervision of house prefects and a member of staff. Students in year 10-13 also do supervised prep unless they have earned the privilege of doing it in their dormitory.

Year 7, 8 & 9 do 1 hour of supervised prep each evening from Monday to Friday.

Year 10-13 do 1 hour of compulsory prep each evening from Monday to Friday, followed by independent study time for as long as it takes to complete homework.

Staff will support students with their work wherever possible.

## **COMMUNICATION - Mobile phones**

Students in year 7-11 can not take their mobile phone to school during the day. They must be registered with the house staff and should be clearly named. This includes the chargers.

Mobile phones are available to your son/daughter every evening from the end of school until bedtime. All mobile phones for years 7-9 must be handed in at the end of the evening - failure to do so can mean the phone will be confiscated for a period of time. We ask that parents do not try to call their children in any year group during prep or after lights out

## **Phoning from Abroad/UK**

Parents living outside the UK may arrange with the Housestaff a convenient time when they can phone in and speak to their son/daughter. Please speak to the Housestaff to arrange this.

All boarding houses have the facility for Skype.

## **Letters**

Please address your letters to the appropriate boarding house and **NOT** to the school office.

## **GENERAL INFORMATION**

### **Laptops**

Students in year 7-9 are not allowed to have a lap top in school or in the boarding house unless the Special Needs Department has requested it. If that is the case the laptop must be registered with the Housestaff and handed in each evening. Any lap top which is used inappropriately will be confiscated and parents will be asked to keep it at home.

### **Dietary Requirements**

Please notify the Housestaff of any special dietary requirements your son/daughter/ward may have. There is a wide variety of food on offer at breakfast, lunch and tea catering for all specialist diets.

### **Church Services**

We consider the weekly Act of Worship on a Sunday an integral part of the boarding routine. We visit St Mary's, Bruton on a regular basis or visit other places of worship.

### **Weekly Boarding**

Parents may collect students on Friday between 4pm and 5pm or between 7pm and 9pm when they will have had their tea and finished their prep. On non-exeat weekends students cannot return to the boarding house until after 6pm but no later than 8pm on Sunday. Senior Housestaff attend all meals with the children and are not always back at the house prior to the above time.

If boarders return on Monday morning they must arrive at the boarding house between 7.00am and 7.30am or go straight to school in time for registration at 8.40am. They must be in school uniform.

## **Flexible Boarding Exeats**

Housestaff collect details on a Wednesday of those students who will be out for the weekend. If you wish to change the normal weekend routine of your son/daughter/ward please contact the Housestaff by Wednesday 7.00pm.

Students often want to invite friends home for the weekend. We always ask them to check with both sets of parents in advance before arrangements are made and then we ask parents to confirm they are happy with these arrangements to the Housestaff, by telephone or in writing or by email.

## **Fixed Boarding Exeats**

The boarding house closes for all fixed exeats. Students **must** be picked up from the boarding house between 4.00pm and 6.00pm on Friday afternoon. If you are going to be later than 6pm please liaise with the Senior Housestaff as alternative arrangements may have to be made. If your son/daughter/ward is being collected other than by yourself, please notify the Housestaff. After the exeat weekend please return your son/daughter from **6.00pm** but **no later than 8.00pm** on the Sunday. Please note the boarding houses do not open before 6.00pm.

## **TRAVEL ARRANGEMENTS**

Even though it is the parents' responsibility to get students to and from school, the school assists in making travel arrangements to airports and train stations so that students may share transport where possible. However, this applies only at the  $\frac{1}{4}$  term,  $\frac{1}{2}$  term,  $\frac{3}{4}$  term breaks and at the end of term. It does not apply to travel to appointments (however if the appointment has been made by the Health Centre travel will be arranged) or to weekly boarders' travel, other than at the official exeats. Any travel arrangements not made by the school are the responsibility of the parent and payments for such arrangements must be made direct to the travel company.

It is expected that parents try to arrange travel times after the normal school day i.e. 3.40pm to avoid unauthorised absences, but if this is not possible, then any student leaving or arriving outside of the accepted times should go to their guardian so as not to disrupt the boarding house.

### **Trains**

We will provide a minibus service to the various local train stations. These are Bruton (towards Bristol, Weymouth and London Paddington with a change at Westbury), Castle Cary (towards Penzance) and Templecombe (towards London Waterloo and Exeter). The school will only meet specific trains, which will be notified to parents. The school can arrange tickets for these trains provided enough notice is given.

The students will need to let us know, **at least 3 days before the day of travel**, which train station they need to be taken to and collected from. This information should be given to the boarding houses using the current "blue-slip" system. The houses will then forward the requirements to Reception. Timings of pick up from various houses (or coach lay-by) will go up in school and in the boarding houses and students are expected to be ready at these times. Similarly, if transport from a station is booked, it is expected that students will be there for collection. If, for whatever reason, a student is not returning when expected, please leave a message with the relevant boarding house. If your child does not arrive as expected and no messages have been left, the normal transport charge will be levied, and it will be the parents' responsibility to arrange travel to school if required.

### **Flight/Bus/Coach Tickets**

The school does not purchase these.

### **Airports**

We can arrange taxis to the airports if parents wish. Should more than one student be travelling at the same time, the school tries to arrange for students to travel together, thus sharing the cost of the taxi between the students. However, it is not the school's responsibility to arrange travel back from airports, the reason being that should there be any difficulties or delays with flights the office is not manned to inform the relevant taxi firms. However, if we know details of return flights we do make the taxi bookings, but parents must be aware it is their responsibility to contact the taxi firm direct if there are any problems. Transport to airports will only normally be arranged on the last school day to minimise unauthorised absences.

## **Taxis**

We use a number of taxi firms. The cost of travel may only be put on account at exeat weekends, you must pay direct to the taxi firm for travel at other times. These firms are as follows:-

Chinnock Taxis Taxis 07703 068878	Elite Taxis 07566 855007	Destination Travel 01963 34441	Bruton & Mendip 07984 465864
-----------------------------------------	-----------------------------	-----------------------------------	---------------------------------

## **General**

Cost of travel (school transport and/or taxis) will appear on students' activities account at the end of term.

Should you have any queries, please contact our Travel Co-ordinator, Mrs Sam Brownlow, either on her direct line 01749 813393 or by e-mail to [sjbrownlow@sexeys.somerset.sch.uk](mailto:sjbrownlow@sexeys.somerset.sch.uk)

## **AN OVERVIEW OF A BOARDERS DAY**

7.00am	Wake up
7.40am	Meeting for year 7-9 to check uniform
7.50am	Meeting for year 10/11 to check uniform
7.50 – 8.15am	Breakfast
8.40am	Registration for the school day
8.55am	Period 1
10am	Period 2
11am	Break
11.20am	Period 3
12.30-1.30pm	Afternoon Tutor Time
12.30-1.30pm	Lunch
1.35pm	Period 4
2.40pm	Period 5
3.40pm	End of the school day
3.40pm – 5.20pm	Extended Day Activities in school Free time / Duties in Boarding House
5.30pm – 7.00pm	Prep / Tea Each boarding house has tea at a different time
7.00pm – 8.00pm	Boarding Activities for year 7-9. Prep for Year 10-13
8.00pm – 9.00pm	Social Time
8.45pm	Meeting for Year 7/8 and bed routines
9.00pm	Meeting for Year 9-13

## **Bedtimes**

<b><u>Year</u></b>	<b><u>In dorms</u></b>	<b><u>Ready for bed</u></b>	<b><u>Lights out</u></b>
7	After meeting	9.00pm	9.15pm
8	After meeting	9.15pm	9.30pm
9	After meeting	9.30pm	9.45pm
10	9.30pm	9.45pm	10.00pm
11	9.45pm	10.00pm	10.15pm
12			10.30pm

Year 13 are expected to be in their dorms and quiet by 10.30pm

## **HOUSE RULES**

Most of our rules are about being considerate of the rights, feelings and possessions of the people you are living with - if you manage that then you won't go far wrong. Others are for your safety.

The Governors of the school have adopted a No Smoking policy on the school campus which applies to staff as well as students. The school is an equal opportunities employer - we will not tolerate behaviour that discriminates against any group.

Many of our traditions and rules are quite minor and you will pick them up as we go. Don't worry - we are not too hard on silly mistakes at the start. Here is a list of some of the more important rules.

1. Signing out - If you leave the house in the evening or at the weekend to go anywhere off the house site then you must complete the signing-out form. Give details of where and when and sign in on your return. You may not go to other houses after 6pm on Sundays.
2. Bruton is out of bounds at all times except for between 3.40pm and 5.20pm on your designated days and on Saturday morning. School uniform must be worn in town on weekdays.
3. Be considerate about the amount of noise that you make. Music is not to be played out of the windows.
4. You must attend all meals. Your clothes at meal times should be clean and suitable - don't come straight in from sport and no flip-flops. Flip-flops are not permitted on the main school site, only around your boarding house.
5. You must wear shoes/slippers in all communal areas of the house.
6. All damage and breakages must be reported to Staff straight away.
7. Dorms are private places. You are not allowed in the dorms of other year groups or into dorms in other houses. You may not invite people from other houses or other year groups into your dormitory. You may not sleep in other peoples dormitories even if there are empty beds at the weekend.
8. Dormitories must be left tidy at all times.
9. Posters on the poster boards only please.
10. Boys must not go onto the girl's side of the house and girls must not go onto the boy's side. This matter is treated very seriously.

### **And finally...**

If we have forgotten anything then please ask when you visit the house or give us a ring. Have a good summer holiday - we look forward to seeing you in September.