



STATEMENT OF BOARDING PRINCIPLES AND PRACTICE

Boarding Principles

Working closely with parents we aim to create an atmosphere in which success and achievement is championed, resilience and independence encouraged, and confidence, maturity and responsibility developed.

Every child at Whitgift School, regardless of age, religion, nationality or cultural background has the right to be treated equally with respect and, as an individual. Through a range of activities and, to the best of its abilities, Whitgift School promotes equal opportunity and multi-cultural issues.

Within any school, learning is the primary focus. The atmosphere within the Boarding House should reflect this principle. It should be conducive to study and both promote and value academic progress and achievement. Pupils should therefore be able to work undisturbed and have access to avenues of academic support, be it tutorial or peer support, whenever necessary. These aims will be achieved through well-structured study time during the school day as well as in the Boarding House. Formal and informal monitoring of academic progress, and also personal progress and welfare, are continuous during a pupil's time at Whitgift School.

Boarding at Whitgift should, as far as possible, reflect family life. We aim, therefore, to be an open and trusting community where a sense of individualism and collective responsibility is fostered. Within our community boys should feel safe and secure, free from the threat of all forms of bullying and in an environment where they can be happy, healthy and fulfilled.

Boarding at Whitgift should develop a strong moral sense, where boys pride themselves upon being truthful and honest. They should have a high regard for the happiness of others and respect for both their possessions and privacy. We aim to develop leaders and team players; self-confident young men who can work with others. Prefects and other senior pupils within the House will be trained by House staff so that duties are carried out in a fair, reasonable and altogether unthreatening manner.

Boarders must be able to contact parents, family and friends either in person, by post, by email or telephone (landline, mobile or VOIP/Skype).

Whitgift School provides a wide range of facilities and opportunities for its boarders: academically, in Music, Art, Drama, ICT, Sport and in many other ways. These facilities are available throughout the week, and particular attention is paid to ensure that there is a full programme of weekend activities. Whitgift School actively

encourages involvement in exercise and sport as an aid to both physical and mental wellbeing and also promotes a healthy lifestyle with guidance on all aspects of personal and social development including: alcohol, tobacco, sex, diet and drugs.

A high priority is placed on maintaining pupils' safety around the school site and within the local area. In addition to clear guidelines for pupils themselves, Whitgift School is covered by CCTV cameras and has a 24 hour security presence. The School bounds are defined within the Boarders' Handbook but permission to leave school bounds may be granted by members of the House team generally according to need and seniority, and with regard to pupils' safety and welfare.

The whole House must be seen as one community – Boarding staff, their families and pupils. The relationships between pupils and staff must be one which engenders mutual respect and enables easy dialogue and the sharing of feelings.

Boarding Practices:

Whitgift School has two boarding houses, Founder's House, situated adjacent to the main school building and The White House on South Field. Founder's House is looked after by a team of Boarding staff consisting of a Housemaster, Deputy Housemaster, Resident Tutors and a Full-Time On-Site Matron. The resident House team are supported by a team of non-resident Tutors and a domestic House team. The White House is staffed as necessary by a Deputy Housemaster and an additional overnight Tutor.

Boarding at Whitgift is the responsibility of the Headmaster assisted by both the Second Master and the Head of Boarding who are the immediate points of contact for the Housemaster.

Medical Arrangements

Medical matters are the joint responsibility of the School Nurse and Matron. Pupils are registered with a local Doctor who visits the school twice every week. The School Nurse works from 8.30am until 5.15pm with Matron assuming responsibility before and after these hours.

Supervision

There is adult supervision in the Boarding House at all times by an identified member of staff. Each member of the Boarding staff has a mobile phone to allow full and immediate access and communication in support of this supervision.

The House staff team consists of:

- Housemaster
- 2 Deputy Housemasters
- Matron and Assistant Matron

1 Resident Tutor
6 Visiting Tutors

Each member of this team has a clearly defined role and published job description which details their particular responsibilities.

Duty Rotas are published and pupils are aware who is on duty.

The Housemaster organises the rota of supervision with each member of the team supervising the House in line with their responsibilities set out in their job description. Whilst on duty the member of staff must be on-site throughout the duration of the duty.

Boarding staff are fully aware of the House rules, systems, fire procedures and have access to emergency telephone numbers if required – including the Headmaster, Second Master and Head of Boarding.

Regular formal and informal meetings of Boarding staff take place to ensure the effective exchange of information. Additionally a formal handover of duty will take place when the member of staff on duty changes, again with all relevant information exchanged.

An incident book is maintained within the House to ensure a formal record is kept of all incidents.

House registers, including details of any absences, are kept.

Privacy

Living with others in a boarding house places obvious limitations on personal privacy. It is expected that Boarding staff and pupils respect the privacy of others as far as possible. Staff should 'knock and wait' before entering boys study bedrooms; pupils should be allowed to dress, undress and wash free from unnecessary staff intrusion. Pupils' en-suite facilities should be discretely monitored for Health & Safety purposes but staff must only enter if there is no response. Female staff within the boarding house should not enter any area of the house when there is a likelihood of pupils being in a state of undress, unless in an emergency.

Staff resident in the boarding house should be discreet as their accommodation will be in close proximity to boys' rooms. Staff must behave appropriately within this accommodation and be ever mindful that there will be significant interaction between the boys' and staff accommodation.

Complaints

Pupils should be fully aware about how to make a complaint. The Complaints Procedure will be published to all pupils at the start of each academic year. Additionally it will, at all times, be published on the House Notice Board and within the Boarders' Handbook (of which each boarder will receive a copy).

There will also be an anonymous suggestions box in the main foyer of each House for boys to pass comments, suggestions and complaints to the Housemaster.

Prefects

The roles of senior boys are essential to the smooth running of the House and will involve significant responsibility. Senior boys are expected to be good role models for younger boarders and at all times uphold the rules of the school and display loyalty to the Housemaster and House staff. A senior boy will always be 'on-duty' and should not turn a blind eye to situations which compromise either the House rules or the welfare of younger boarders.

Reviewed by the Head of Boarding and the Boarding Housemaster: June 2016

Next Review: June 2017