

BOARDING

Welcome

For the residential experience to be a fulfilling one it must be viewed, above all, as a partnership between home and school. Please contact us about any matter since it is only through communication that confusion can be clarified and problems resolved. Contact numbers are given overleaf. Through partnership home and school can work together to achieve the academic, social and personal potential of each boarder.

All the residential staff are committed to safeguarding and promoting the welfare and development of our pupils. We take our Duty of Care seriously but we don't lose sight of the fact that they are your children. We naturally believe that to get the most from the residential experience involvement in weekend activities is important. Nonetheless, we do acknowledge that during some term-time weekends you would like them at home, hence our relatively flexible policy regarding exeats. We would, however, expect you to support our calendar commitments. In such a small school one player missing from a team can significantly influence the morale of the side. Parents are, of course, warmly encouraged to attend all school events, for example matches and performances in the Barn.

We plan the annual parents meetings for half-term afternoons. This is to enable boarder parents to attend since they might be collecting their children at this time. However, if you are unable to make these meetings, do please contact us to arrange another time to talk with the teachers and House staff. The other point to emphasise is to not wait for the meeting if you have any concerns about your child.

Boarding is an excellent way for a child to develop skills such as self-confidence, tolerance, patience, unselfishness, adaptability, teamwork and self-reliance. These should enable them to enter adult life with a positive outlook and be well equipped to cope with the demands of the modern world. Many life-long friendships have been made at Fyling Hall - and the occasional marriage!

In the national psyche the negative images of Tom Brown's Schooldays have at last been replaced by Harry Potter! Wizardry is not yet on the curriculum but we aim to make boarding fun, with activities, outings and treats and yes, everyone still has house chores and duties to do. We encourage all boarders to take an active part and even insist that those in Y9 and below sign up for a minimum number of clubs. We believe young people appreciate the security and challenges resulting from an active and structured routine.

Boarding is a great adventure, not only for your child but for you too, and we hope very much that, in partnership with you, we can make this time at Fyling Hall a unique, happy and successful experience for your child.

Accommodation

There are four boarding houses. Most children live in comfortable dormitories of varying size and capacity. Each house has a social common room with TV/ video, lockers, games etc. The two junior houses have their own computer with internet access (seniors use the IT room). There is also a junior common room and a sixth form common room.

Houses

Woodside House

Junior Girls (Up to Year 9)
Matron: Mrs R Stamp, Relief Matron: Miss E Anders
4 Rooms: Cherry Tree, Sea View, Star & Light

Main House

Senior Girls (Year 10 to Sixth Form)
Head of Girls: Miss A Gilmour, Assistant Matrons: Miss E Anders & Miss M Mendez
9 Rooms: First Floor - Posh, Senior & Easton
Backstairs - One & Two
Second Floor - Fire Escape, Jam, Seagull & Salmon Pink
Sixth Form Annexe: Mem

Ramsdale House

Junior Boys (Up to Year 9)
Matron: Ms K Sutherland, Relief Matron: Mr J Tiernan
3 Rooms: Ho, Mason & O'Reilly

Mulgrave House

Senior Boys (Year 10 to Sixth Form)
Head of Boys: Mrs S Allen, Resident Tutor: Mr D Perry
11 Rooms: Wooley, Noon, Gregg, Jeakins, Rippon, Danla, Benny, Square, Latin, Wood & Dale

Contact between School & Home

The first point of contact for general matters relating to the welfare of boarders should be the Residential House Staff. At any given time at least one resident will be on duty in each house and they will be able to receive your call made to the main switchboard or office telephone. If they are busy supervising an activity they will return your call as soon as possible. The Headmaster can be contacted about any residential issue relating to boarders. The most appropriate way of dealing with academic matters, in the first instance, is to contact your child's form tutor.

Main Contact Email addresses, Telephone & Fax Numbers

School Office T: 01947 880 353 F: 01947 881097

Pupil Telephones that accept incoming calls

Mulgrave House	01947 885 927	Ramsdale House	01947 885 926
Main House	01947 885 924	Woodside House	01947 885 925

Email

School Office & Travel: office@fylinghall.org Headmaster: headmaster@fylinghall.org

Pupils have their own email addresses that are password protected:
John Smith's would be: john.smith@fylinghall.org

All pupils have regular internet and email access via the IT Room.

Emergency Telephone Number

Headmaster's House 01947 880918

Keeping In Touch

Our policy is based on the belief that school and home work in partnership together for the benefit of the child. We clearly expect our boarding pupils to want to contact friends and relatives frequently and we provide a range of communication options for such contact, dependent upon the age of the child.

Letters home are positively encouraged; writing materials and stamps are available in school office/stationery shop. However, many parents and children now make contact using the internet. Pupils can also write home via the fax machines.

There are telephones in each house which the pupils can use. There is no restriction on the use of these phones outside lesson time. Parents should note that these phones will not be answered during the school day i.e. 09.00 until 16.15 local time. Phone cards for the pupil phones can be obtained from the school office after school during the week.

Best mobile phone access is available via the Orange network. Pupils are allowed mobile phones but they must be switched off during lessons, prep and after lights out. The school cannot accept responsibility for lost or damaged mobile phones.

Relatives can visit pupils at any time by arrangement through the office/residential staff. There is free contact with siblings at school after school hours and at weekends.

Exeats

With written (letter, fax, email), permission from parents (third party form available from office) pupils may visit friends or spend time with another pupil's family. Please ensure that the school has the written authorisation by Thursday at the latest. Planning ahead avoids anxiety on Friday afternoons with pupils not knowing if they have parental approval to visit a third party. School commitments take priority over occasional weekend exeats. Pupils who are gated are not allowed off site.

Weekly boarders are free to leave after school on Friday and should return for registration on Monday morning. However, they are most welcome to stay at the weekend by arrangement with the duty staff. Clearly those with school commitments on Saturday are likely to want to stay at school on Friday night. Weeklies returning on Sunday evening should be in school by 6.30pm in order to attend supervised prep.

Annual holidays in term time and extensions can be arranged with the Headmaster but are naturally discouraged! The maximum time allowed, by law, out of school for a family holiday is two weeks in any academic year.

Parents must give the school secretary details of whom to contact, in case of emergency, when they are away from home. If they are going abroad details of a UK contact (usually a relative or guardian) should be supplied before departure.

Friends Visiting

Boarders wishing to invite friends into school must seek permission from the resident member of staff on duty. All visitors must be signed in via the school office. No visitors can be invited to school discos without the permission of the Headmaster.

Dealing with Problems

The school has a full-time nurse who deals with medical matters. Dr. McCormack, the School Doctor, (880328) is also available for private discussions at the village surgery by appointment, and visits school once a week. As a parent of a day pupil he knows the school well but is entirely independent.

Pupils may wish to talk in confidence to someone outside of school, such as:

- Rev Canon David Purdy (St Stephen's Church, Robin Hood's Bay): 01947 880973
- Father Neil McNicholas (English Martyrs Catholic Church, Sleights): 01947 602476
- Miss Brenda Easton (School Governor with responsibility for Child Protection): 01947 880480

Other numbers displayed in Houses include: Childline(0800 1111), Ofsted (08456 404040) and the NSPCC (0800 800 500)

Sick Pupils in Bed

Whenever a pupil is ill in bed they are to have a clipboard with a 'sick pupil' form beside them. Pupils must be checked at least once per hour, time noted and the staff member is to sign the form. The completed forms are to be handed back to the School Nurse when the pupil is out of bed again and will be kept as medical records.

Overnight on - call

On-duty colleagues should not hesitate in summoning assistance in case of difficulty or emergency. The easiest to reach are the Headmaster (880918) and Dr Richardson (880860).

Overnight Dormitory Security

It is of the **utmost importance** that those colleagues tasked (either sleeping-in member of staff or master on duty on 'lock-up') with ensuring that our boarding areas are secure rigorously follow the instructions outlined below.

We are in a very vulnerable position having a public highway pass directly through our site, in addition to the bridleway. If colleagues are unsure about any of the following please consult the Headmaster. If you cannot secure any door for which you are responsible you must report the matter immediately to the Headmaster.

Under no circumstances leave a security door open overnight.

House	Door	Person Responsible for Securing Door
Woodside	Main	Sleeper
	Form 1 Room	Sleeper
	Form 4 Rooms	Sleeper
	The Junior School main door	Sleeper
Ramsdale	2 Doors in bootroom corridor	Sleeper
	Form 2 Room	Sleeper
Main	Main & Fire Exits	Sleeper
	Main - Yale & alarm	Sleeper
	Staffroom & alarm	Sleeper
	Learning Support & alarm	Sleeper
Mulgrave	Internal Library	Sleeper
	Danla	Sleeper
	Main	Sleeper
Memorial	2 Ground Floor Doors	Duty Master
	Main	Main House sleeper

In addition, the Duty Master is to close windows and lock the following doors:

- Sports Hall main door
- Sports Hall changing room doors (male and female)
- ICT Room (main door and French Room door)
- French Room main door
- Humanities Room
- Girls' toilets
- Laundry
- All Stack Yard doors, namely the Barn, Art Room, Library, door to History/MFL/EAL, Dining Room, MEM classroom.

Updated: 6 January 2012 by K D James