



YEAR ELEVEN BOARDING BOOKLET

2020-21

QUEEN ETHELBURGA'S
COLLEGIATE

WELCOME TO BOARDING LOWER COLLEGIATE

Firstly, welcome to a new school year in our Boarding community. The start of the year is always exciting and we really hope all our students enjoy their time with us.

After an unusual end to the last year due to the Coronavirus pandemic we are so looking forward to getting started again and having everyone in our community back together.

If you are new to the Collegiate or new to boarding, our staff will support you with settling in, learning our routines and making friends. Please do ask them any questions you might have, they are here to help.

In the first weeks you will have the opportunity to join in with House and on-site activities and attend trips. Try to join in with as much as possible, even if you are a returning Boarder; it is the perfect chance to try different things and make new friends.

I hope that this proactive approach to Boarding life will continue throughout the year and that I will continue to see the community spirit and kindness towards each other, I feel embodies Boarding at QE. Respecting each other, the community and our beautiful home is the foundation I wish to see the year built on.

Finally, I would like to wish all of you a happy year and a positive start to the term. The Boarding Team are all here to help and support, as are our Peer Mentors and Prefects. Remember to be kind, and help and support each other as our community comes back together.

Good luck and I hope that you are as excited as we are! I look forward to watching you all make the most of the wonderful opportunities ahead of you.

Welcome to Boarding, and I look forward to meeting you all very soon.

Miss Holt

Head of Boarding - Lower Collegiate



BOARDING STAFF

SLT Boarding Lead	Miss Blakeley
Head of Boarding (Lower Collegiate)	Miss Holt
Boarding Management Team	Mrs Fairclough, Mr Howard
House Master/Mistress	Mr Barker for Fiennes House
	Ms Lawler for Walters House

Along with the House Masters and Mistresses, students also have the support from a team of House Parents and Day House Parents. To ensure students have the best experience, various departments from across the campus support our students both directly and indirectly. They include: academic, pastoral, international liaison officers, co-curricular, catering, estates, house keeping, admissions, leisure, bursars and admin.

HOW TO CONTACT US

If you have a query or concern relating to your child, please see the relevant contact details below.

School Phone	01423 333 300
Travel Enquiries	qetravel@qe.org
Boarding Email	lowercollegiateboarding@qe.org
Boarding Post	[STUDENTS NAME] [BOARDING HOUSE] Queen Ethelburga's Collegiate Thorpe Underwood NORTH YORKSHIRE, ENGLAND YO26 9SS

The following numbers are for the boarding houses directly. Due to the nature of boarding, staff can at times be in the boarding house, but not in the office. We will always return your call in a timely manner. Please note that the mobile numbers are to be used in an emergency only and will be available between the hours of 22:00 and 07:00.

Fiennes House (Year 11 Boys)	01423 332 181 / 07907 155802
Walters House (Year 11 Girls)	01423 332 183 / 07907 155803

BOARDING HOUSES



FIENNES HOUSE

Year 11 Boys

House Master: Mr Barker

Location: Ground Floor Court Apartments

Fiennes House is where Year 11 boys call home for the academic year. The staff work hard to ensure all students feel welcomed and supported as they complete their GCSEs.

YOUR ROOM

All rooms are designed for either two or three occupants and rooming is allocated by your boarding staff at the beginning of each academic year. Each room is accessible by a secure card system.

Your bedroom facilities include:

- An en-suite bathroom with shelving units and toothbrush holder
- Wardrobe space with 20 hangers and a key coded safe for sole use
- Mirrors and a chest of drawers
- Desk space including a desk chair and lamps
- Three shelving units per student for storage
- A single bed with all bedding and linen provided
- Bedside lights
- Kettle, toaster and coffee machine
- Fridge, microwave and dishwasher
- Cutlery and crockery
- Washing machine (*on timer*) and iron
- Hairdryer
- PlayStation and plasma television
- Telephone (*extension number available at request via the House Parents*)
- Internet access and electronic clock
- Window blinds and net curtains
- Air-conditioned rooms
- Sofa and footstool
- Storage boxes (where applicable)
- Noticeboards

WALTERS HOUSE

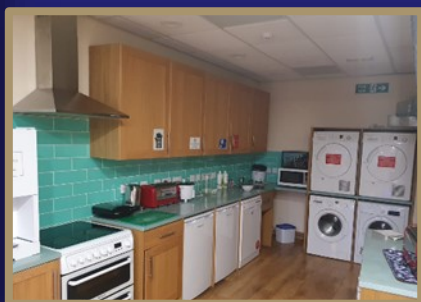
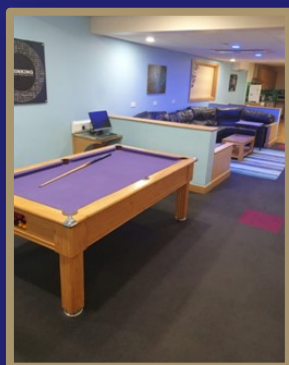
Year 11 Girls

House Mistress: Ms Lawler

Location: Ground Floor Court Apartments

Walters House is home for Year 11 girls.

Walters boarding staff work hard to develop strong relationships with the students who call this boarding house home for the academic year.



THE BOARDING ROUTINE

MONDAY - THURSDAY

- 07:00 Wake up and start getting ready for the day
- 07:00-07:45 Breakfast is available in the Undercroft
Prepare for the school day
- 08:20 The boarding house is locked for the day
- 16:20 The boarding house opens
Afterschool activities are available through the QE Co-curricular Department
Students can sign up to go to Morrisons on Monday and/or Thursday each week
- 17:00-18:30 Dinner is available in the Undercroft
- 18:45-19:45 Prep in house
- 20:00 Students can participate in the optional activities that run throughout the week, including: gym, sports hall, MUGAS and combined toast time with other boarding houses.
- 21:00-21:30 Toast time in the common room
- 21:30 Own rooms time, preparing for bed and school the next day
- 22:15 Lights out, time for sleep

FRIDAY AND SATURDAY

Friday until 16:10 is the same as Monday to Thursday.

- 09:00-09:45 Cold breakfast is available in the Undercroft (Saturday)
- 11:30-13:30 The famous 'QE Brunch' is available in the Undercroft (Saturday)
Muggles is open for activities and food through the day
- 14:00 Afternoon roll call in house (compulsory)
- 17:00-18:30 Dinner is available in the Undercroft
- 21:00 Roll call in house
- 21:00-21:30 Toast time in the common room
- 22:00 Own rooms time, preparing for bed and school the next day
- 22:45 Lights out, time for sleep

SUNDAY

- 09:00-09:45 Breakfast is available in the Undercroft
- 10:00 Students can sign up to go into York on a 'Sunday Pass', returning before 4pm
- 12:45-13:30 Lunch is available in the Undercroft
- 14:00 Afternoon roll call in house (compulsory, unless out on 'Sunday Pass')
- 17:00-18:30 Dinner is available in the Undercroft
- 19:00 Roll call in house
House meeting followed by a quiet hour, preparing for the week ahead
- 20:30-21:00 Toast time in the common room
- 21:30 Own rooms time, preparing for bed and school the next day
- 22:15 Lights out, time for sleep

LIFE IN BOARDING AT QE

At QE we strive to make sure that Boarding is home for you. You will have a daily routine to follow as well as taking part in lots of fun activities and events in the evenings and at weekends.

ONSITE ACTIVITIES

Our Muggles and Activity Centre, swimming pools and gym are open after school and at weekends for students to use. There are co-curricular activities offered during the week and over the weekend.

OFFSITE ACTIVITIES

Our weekend activities program offers both residential and day options.

- **Residential activities** are displayed throughout the school and details are on the parent portal.
- **Weekend activities** are a great way to get out and try something new! Options include **day trips** to York, Leeds, Manchester and further afield; visiting local attractions, similar to a **trampolining park** and **bowling**; testing your skills in **archery** or **clay pigeon shooting**; enjoying a movie at the local **cinema**; and lots more. Students have the chance to sign up each week for upcoming activities.

BOARDING ACTIVITIES

Things to look forward to include:

- **Toast Time:** time to unwind each evening to catch up with your friends and staff with occasional treats.
- **Mentor Meetings:** you will be in a mentor group in your house where a staff member will hold weekly meetings to chat with you and go through any issue or questions that you have.
- **Boarding House Activities:** these can include basketball, baking, football, dodgeball, swimming, the gym, crafts, movie nights, bingo, muggles and much more.
- **Combined Evenings:** along with the boarding socials, the houses also have optional activities each week after curfew, this includes a combined toast time on a Tuesday and table tennis on Saturday evening.
- **Rewards:** boarder of the Week and Tidy Room of the Week may win a variety of prizes.
- **Boarding Socials:** Halloween, Christmas, Valentines and Easter themed boarding socials with dancing, music, games and much more. A chance to dress up and celebrate!

ESSENTIAL INFORMATION

YORK PASSES

Students in Fiennes, Walters and Thompson have access to a Sunday York Pass. Students can go to York with their peers between the hours of 09:30 and 17:00 each Sunday. Every Friday, students need to sign up for the coming Sunday. To access this pass, students need to have been awarded at least 20 points for their room tidiness and have no outstanding or owing detentions or gatings. Should students return late, there will be a 2-week ban. Parents can opt out of this, via an email that is sent at the start of the academic year with further information.

School taxis must be used and cash is paid directly to the driver.

Students in the Year 12 Foundation and Preparation courses can also apply for this pass on a Saturday; the same conditions apply.

MORRISONS TRIPS

Students in Fiennes, Walters and Thompson have access to weekly trips to the local Morrisons, on either a Monday or Thursday afterschool. This gives students access to alternative food options, however excessive buying should be avoided.

Every Sunday evening, following the house meeting, students can sign up for a Morrisons trip for the coming week. To access the trip, students need to have been awarded at least 20 points for their room tidiness the week prior and have no outstanding or owing detentions or gatings. Parents can opt out of this via an email that is sent at the start of the academic year with further information.

The cost of this trip is £9, it is paid directly to the driver.



WHAT TO BRING

Below is a list of things that we advise you bring to Boarding. Returning students, this is a little reminder for you too! Remember, all property needs to be clearly labelled with your full name.

- Full school uniform for Year 10 and Year 11
- Smart business wear if you are doing the Year 12 Prep and Foundation courses
- Full PE kit
- 3-5 White school shirts or blouses
- 2 pairs of grey school trousers (boys)
- 5 pairs of grey school socks (boys)
- 5 pairs of black tights (girls)
- Smart black school shoes (they must be plain, unbranded and polished)
- Underwear (plenty of pairs or sets is recommended)
- Casual Clothes (sportswear, weekend clothing and smart clothes for socials)
- Pyjamas
- Dressing gown
- Comfortable trainers, slippers or sliders (to wear in the house at all times)
- Swimwear
- Toiletries (shampoo, soap, roll on deodorant, sanitary products, toothpaste, toothbrush, hairbrush. Enough for the whole half term is recommended)
- Photographs and posters (to personalise your room)
- Own bedding (to personalise your room, but this is also provided)
- Stationary for school
- Electronic devices (you must fill out a declaration form on arrival so we have a log of your valuable possessions. These are brought at your own risk)
- Tuck (this is your own responsibility to store and look after. Dry foods only such as crisps, chocolate and sweets)

Please remember we recommend that you bring a maximum of two normal size suitcases worth of clothing for a half term. This should comfortably fit in the storage space provided.

FREQUENTLY ASKED QUESTIONS

Bed Linen: is this provided? Yes. You are provided with a towel, full bed linen, duvet and pillows. Students can choose to use their own bedding to personalise their room. Students are asked to change their bedding and towel every week, which is replaced by fresh laundry.

Electronics: when can I have my electronic device? In Year 11 students are permitted to keep their electronics at all times, however, this access can be restricted upon parental request or house staff's discretion.

Fire Alarms: what to do in a fire alarm? A loud bell or siren will sound in the event of a fire alarm being activated. Students are expected to leave the building, in silence, suitably dressed and register at their designated muster point. Do not worry, there is a fire drill every term and house staff will do 'walk throughs' for all new students in house. It is essential students remember where their 'muster point' is.

Food: can I bring my own food and how much is recommended? Students are permitted to bring a small amount of personal food to store in your room. You are provided with three hot meals a day, as well as a morning snack. Personal food must be stored correctly in an airtight container and refrigerated as needed. To gain independence as you approach sixth form, we offer weekly Morrisons trips to purchase personal food. You are able to seek permission from boarding staff to cook in the common room areas.

Forces: what support is there for forces students? We have quite a large community of students from forces families here at QE. We have our K.I.T club in pastoral and Mr Howard and Mrs Hunter-White who offer a lot of specialist support.

Free time: what is there to do in my free time and can I visit my friends? Life at QE is very busy and throughout the week students will have limited free time. Weekends allow for more free time. Students are permitted to visit each other's boarding houses, however, they must be in the same year group or be visiting a sibling. When visiting another house, you must sign in using the Visitors sheet and report to a member staff. Students can also make use of Muggles, Sports Hall, Gym and Swimming pool at set hours.

Laundry: how do I wash my clothes? The school has its own laundry system. It is essential for student clothing to be clearly labelled with their name. In addition to the school laundry system, Year 11 students can also make use of the washing machines in their rooms. Laundry powder is provided.

Leave out: can I leave site during term time on Weekends? Students are permitted leave on weekends with their parent, guardian or a responsible adult. Parents must email by the Wednesday if they wish to take students on weekend leave. We may ask for ID of the person collecting students if it is not a parent or guardian known by house staff. This measure is in place to ensure we keep our students safe. There are a wide array of activities on and off site on weekends, as well as time to socialise, so many of our boarders stay on site.

What to do if I feel unwell? It is essential that students report to house staff any medication you have. Depending on the type of medication, staff may keep it safely in the office or students may be able to keep it themselves. Staff also have basic medication in the office for all students, house staff are first aid trained and we also have an onsite medical centre where you can attend nurse drop in clinics or arrange to see a GP.

FREQUENTLY ASKED QUESTIONS

Post: how can I get something posted to me? Please see the contacts page for the address, students must then go to our post room and the staff member there will have their post. Please note it can take a day for the post to be processed by our school team.

Room tidiness: how often is my room checked? Every student room is checked daily for room tidiness. Students will receive a points score for their room. High scores can earn them tidy room of the week and prizes. Consistently untidy rooms may lead to loss of privileges. These checks are also to make sure everything in the room is safe and working. Students must report any faults in their room as soon as they notice them. Any purposeful damage that is done to a room will be investigated and the charge for the repair added to the students account.

Sanctions: what are the sanctions and how do I avoid them? We understand that as students develop and learn they will sometimes get things wrong. If students are often late, miss breakfast or have an untidy room they will receive a sanction. This can be a strike, a detention or for more serious incidents a gating. Do not worry, if you follow the rules and basic expectations, which will be clearly explained, you will not get into trouble. Sanctions are there to learn that our decisions have consequences and you must learn from them.

Security - What security is there on site? The school site is manned 24/7 by our estate security team. Each house is locked every night and all visitors to site report to the car park reception. Our site is very secure

Security: what about our student rooms? Each student is issued a unique key card to gain access to their room.

Suitcase Storage: what happens to my suitcase once I have unpacked? Once you arrive, you are encouraged to unpack all of your belongings and make your room as homely as possible. Your suitcases will then be collected from house and secured in a storage room elsewhere on site. For this reason it is essential your suitcases are clearly named and are unique to an individual in some way.

Taxis and school transport: can I book a taxi? Students are not permitted to book a taxi alone. For school holiday's students can be put on school transport by emailing qetravel@qe.org and this will be arranged appropriately by our travel team. The cost will be added to the student's school account. If students cannot be collected and need a taxi for weekend leave, please add this to the email leave out request. Students on Saturday or Sunday York Passes can also make use of a school taxi, this is booked through the house staff and the driver is paid directly.

Uniform: what is expected and when must it be worn? We expect all boarding students to be well presented and smart. Students must wear full school uniform Monday-Friday for school as well as to attend fixtures on weekends and other formal occasions.

Students in Year 10 and 11: the girls uniform includes the school skirt, school jumper, white blouse and tights. The boys is grey school trousers, school jumper, shirt and school tie. Students shoes must be smart, black, well polished school shoes. There is also a full school PE kit which the department will detail to students.

FREQUENTLY ASKED QUESTIONS

Uniform: where can I buy uniform? Uniform is purchased from our own school shop. Students can be measured for and buy a full set of uniform on arriving at the school. Students can also buy additional uniform through their boarding house staff should they need any new items throughout the year. The cost of this can be added to the students school account and charged to the students school account with their permission.

Who can I talk to: who can I contact inside and outside the boarding house? There are numerous people around school who you can talk to. House staff are available at all times. Weekly mentor meetings are also a good opportunity. Our pastoral team in Bronte and any of the teachers including form tutors and Heads of Year are also available to talk. Within the house there are also contact details of a large number of safe external people you can speak to including our independent listener. Students can speak to whoever they wish, what is important is that you talk to somebody if you feel the need.

QE BOARDING VISION

We aim to provide the best experience of British Boarding Schools.

We pride ourselves on a staff team that are committed to the parenting of young people.

We strongly believe that we have a community where students can take pride in being themselves and thrive.

Provide a home where students can enjoy their childhood while



MISSION

*For all members of our community
to aspire to the Hill Standard:*

*'To be the best that
I can, with the gifts
that I have'*