



Policy Name: **Statement of Boarding Principles and Practice**

Owner: Head of Pastoral and Director of Boarding

Last Review Date: Sept 25

Next Review Date: Sept 26

This Policy will be revised annually or as regulations demands

Boarding Ethos

Boarding has been an integral part of the life of Mayfield School since its founding. Currently around 45% of the students board in some form during their time at here, and all members of the School benefit from the stable and living heart which boarding gives to the community.

Our school mission whereby Mayfield girls:

- Are part of a strong community, committed to girls' education, rooted in the Catholic Faith, where everyone is welcomed and nurtured.
- Learn from a creative, innovative and academically enriching curriculum which enables them to grow emotionally, intellectually and spiritually.
- Discover their passions and develop their talents in an environment free from stereotypes and judgment.
- Enjoy a breadth and depth of opportunity both within and beyond the classroom.
- Will become confident, kind, resilient and articulate women who are equipped to make a positive difference to society.

is at the centre of our boarding practice.

Boarders at Mayfield grow together in a community which celebrates the strengths and talents and individuality of each person, whilst learning important lessons about respect, mutual support and the responsibilities we all have to those around us.

Structure

Students board in one of four Houses:-

- St Dunstan's – Years 12 and 13;
- St Michael's – Year 11;
- St Gabriel's - Years 9 and 10; and
- Leeds – Years 7 and 8.

Students may be full boarders or flexi boarders (up to three regular nights per week). There is also the opportunity for day students to be occasional boarders when there is space in the relevant Boarding House. The School has an Exeat weekend during the first May Bank Holiday weekend.

Boarders may go home or visit friends on any weekend with the written permission of parents and, where relevant, a written invitation from their host. NMS 20.10 does not prevent boarders visiting their friends who live in staff residential accommodation. Day pupils or boarders from boarding houses who are good friends with a child of a member of staff who lives on site, may enter a child's bedroom, but only when the child is there. In particular, care must be taken to avoid any possible allegations of favouritism or inappropriate relationships. Any overnight stays outside term by boarders from any house should be declared to the Head of Pastoral.

Each House has accommodation and facilities that are appropriate to the needs of the age group living there, moving from rooms of up to four in Year 7 to single study bedrooms in Years 12 and 13.

Management and Staffing

Each House is run by a Housemistress, who works with an Assistant Housemistress, a Graduate Assistant and a team of Resident Tutors to oversee the life of the House and to ensure the wellbeing of the students in their care.

The Head of Pastoral alongside the Director of Boarding oversees the management of boarding throughout the School and both are resident on site to support the day to day running of the Houses.

Facilities

As well as sleeping and washing facilities, each House contains recreation and study spaces, kitchens and eating areas, computers, Wi-Fi access and an area where students can make private phone calls.

The boarders have appropriately supervised access to the School's Fitness Suite and Sporting Facilities, the Swimming Pool, the Music Block, Art and Ceramics facilities and study spaces within the Main School.

Welfare and support

Housemistresses and their teams work with the relevant Heads of School, or Heads of Year and Tutors to provide excellent pastoral care. Regular communication ensures that the students are supported in the different areas of their school life and that each student has a number of different people they can go to for support, advice and encouragement (see 'Who Can I Talk To' posters which are displayed in Boarding Houses and around the School).

The Lay Chaplain visits the Houses weekly and the Chaplaincy is a resource regularly used by the students.

The Medical Centre is staffed on site from 07:30 to 18:30 Mon – Fri and 08:00-13:00 on Saturday. Our nurses are on call 24 hours / 7 days a week allowing the girls and boarding staff to always have access to excellent care and support. Where necessary the capacity for overnight cover is available, by three registered nurses on rotation so that medical support is readily available. The Medical Centre has the facility for students to be cared for when they are unwell.

All boarders are registered with the school appointed doctor's surgery in the village. Surgery time is available for boarders and appointments will be made by our nursing team, or by the student herself if she is over the age of 16 years. Mayfield School's designated dental practice is Woodhill Dental Surgery located in the village. This is a private dental practice. If necessary, we use Spec Savers in Tunbridge Wells for any optician requests for our boarders. If there is need for an emergency eye concern, we use the Sussex Eye Hospital located in Brighton.

Activities and Enrichment

A wide range of activities are available to the boarders. During the week an activity programme runs at lunchtimes (A1) and after school (A2). The weekend programme includes regular activities such as sport, dance and cookery, but also is comprised of a comprehensive termly programme covering a variety of different enrichment activities, trips and recreational activities run by both the Academic and Boarding Staff.

Development

The ongoing development of boarding is a key element of the School's strategic plan. The building and refurbishment of our boarding provision will continue to be a priority.

Pupil Voice

Each House runs a House Council where students can put forward ideas and raise concerns, as well as regular House meetings where daily issues can be raised. There is also a suggestion box in each House, where students can post anonymously suggestions or concerns. The school also uses 'Whisper' a fully anonymous online reporting tool for pupils (both day and boarding) to raise concerns.

Boarding issues can also be raised at one of the School Councils as well as with any member of staff. Boarders also have access to an Independent Listener.

The Complaints Procedure is available to all students and their parents and information is in the House Handbooks and posted on noticeboards in each House. An electronic complaints form is also available for all boarders – these are submitted directly to the Head of Pastoral and Director of Boarding when completed.

This statement should be read in conjunction with other School Policies which give more detailed information on the principles and processes of the School, including the Safeguarding Policy, Anti-Bullying Policy, Rewards and Consequences, Pupil Voice Policy, First Aid Policy, Health and Safety Policy and Adults staying with Resident Staff policy.