

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 Summer 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 Summer 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 within a summer school context. Pupils should therefore be able to speak with staff and seek peer support, whenever necessary. These aims will be achieved through a well-structured timetable during the day and clear routines 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 Summer School.

Visiting International Boarders at Whitgift Summer School 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, students 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.

Visiting international Borders at Whitgift Summer School should develop a strong moral sense and should 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 people who can work with others.

Visiting International Boarders must be able to contact parents, family and friends either in person, by post, by email or telephone (landline, mobile, Video call or remotely via Zoom or Microsoft Teams).

Whitgift Summer School provides a wide range of facilities and opportunities for its boarders: academically, through activities and excursions. These facilities are available throughout the week, and attention is paid to ensure that there is a full programme of evening activities. Whitgift Summer School actively encourages involvement in exercise and sport as an aid to both physical and mental wellbeing and 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 offsite during excursions. 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 during the induction evening when students and they are not allowed to leave the school site. However, permission to leave school grounds may be granted by the Course Director generally according to the wider context for leaving the school site, e.g. a parent visiting

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 Summer School has one boarding house, Founder's House, situated adjacent to the main school building. Founder's House is looked after by a team of Boarding staff consisting of a Welfare Manager, two male House Parents and two female House Parents. The resident House team are supported by a team of non-resident members of staff who assist in the house each evening.

Boarding at Whitgift Summer School is the responsibility of the Course Director assisted by the Director of International Education who are the immediate points of contact for the Welfare Manager.

Medical Arrangements

Medical matters are the joint responsibility of the Summer School Nurses, Welfare Manager and House Parents. The School Nurse works from 7.30am until 11:30am with the Welfare Manager and House Parents assuming responsibility before and after these hours.

Supervision

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

The House staff team consists of:

- Welfare Manager
- 2 Male House Parents
- 2 Female House Parents
- Nurse

1 Boarding facility engineer

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

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

The Welfare Manager 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.

Boarding staff are fully aware of the House rules, systems, fire procedures and have access to emergency telephone numbers if required – including the Director of International Education and Course Director,

Daily 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.

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 students 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. 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 near students' rooms. Staff must behave appropriately within this accommodation and be ever mindful that there will be significant interaction between the students' and staff accommodation. No pupils should be allowed access to staff accommodation.

Complaints

Pupils should be fully aware about how to make a complaint. The Complaints Procedure will be published to all pupils and families on the Summer School website. Additionally, it will, always, be published on the House Notice Board

There will also be an anonymous online suggestions form via a QR code on the House Notice Board for students to pass comments, suggestions and complaints.

Reviewed by Director of International Education and Summer School Course
Director, June 2026

Next Review: June 2027