

Boarding Policy and Statement of Boarding Principles

Owner: Head of Boarding

1 Aim

The aim of this policy is to provide an overview of the arrangements for boarding at Copthorne Prep School. More detailed information on specific subjects is available in the Boarding Handbook, Boarding Handbook for Pupils and Boarding Guidelines for Residential Staff.

2 Overview

Cophorne Prep School is an independent coeducational school for day and boarding pupils. It was founded in 1902. The school day is structured for boarding, and day students are encouraged to participate in the extended day.

Cophorne Prep School has one boarding house for boys and one for girls. There are resident house parents; Mr and Mrs Lee along with additional live in staff and gap students.

3 Boarding Principles

4. In order to ensure the pastoral care, welfare, health and safety of its pupils and therefore its boarders Copthorne Prep School aims to:

- Provide each pupil with a calm, caring, supportive extended family environment in their boarding house.
- Ensure that the atmosphere in the school and in the boarding houses is calm and friendly and that there is an emphasis on integrity, tolerance and respect for others.
- Ensure that the boarding staff have the appropriate training and resources to discharge their duty of care effectively.
- Monitor and develop the programme of pastoral care throughout the school and boarding houses.
- Maintain an effective anti-bullying programme throughout the school and in the boarding houses.
- Safeguard and promote the welfare of all pupils whilst at school and on all school trips.
- Promote good behaviour, responsibility and self-discipline amongst pupils.
- Develop support, good judgement and a sense of community in all pupils.

4 Child Welfare and Protection

Cophorne Prep School's aim is to provide the very best care for the pupils entrusted to us. We aim to ensure that every pupil is happy at school and feels that they have a productive part to play in the boarding house and in the school.

All staff at the school are given regular training in Child Protection matters. All pupils are encouraged to speak to a member of the house team if they have a problem or become aware of another pupil who has a problem.

Pupils with emotional problems are carefully monitored and, when necessary, are referred to the Director of Wellbeing, Life Coach, School Counsellor or external providers if appropriate

Relevant phone numbers for Child Line, Children's commissioner and the Independent Listener are prominently displayed in the Boarding House.

5 House Sanctions and Rewards

As far as possible, the Boarding House Team act *in loco parentis* and, like all good parents, provide a caring, supportive environment for the children in their care. At Cophorne we appreciate that boarding is more than a simple extension of the school day and do not therefore consider that everyday school sanctions should apply upstairs, so for full time boarders minutes off and detentions are not generally given for misdemeanours. However, casual boarders may well be sanctioned in accordance to the school policies and the exclusion policy does still apply. Any incident involving boarders are discussed between staff and if necessary placed on 'my concern'

The school has an active and effective Anti-Bullying Programme and the house team are constantly vigilant for any form of harassment or bullying. Any cases will be dealt with according to the school Anti-Bullying Policy.

6 Communication

Cophorne Prep School is a 'home from home' for our boarding pupils and therefore considerable care is taken to ensure that:

- The Boarding House Team get to know pupils and, as far as possible, their parents as quickly as possible.
- Parents receive regular updates on their child's progress.
- Parents are informed of any problems that their child might be having and encouraged to work with the school to resolve those issues.
- Teaching staff regularly communicate with the boarding staff on academic or pastoral issues.
- Weekly boarders meetings allow the boarders voice to be heard and ensure they are part of the decision making where appropriate.

7 Regulatory Compliance

Cophorne Prep School works hard to ensure that it meets all of the regulatory requirements set out in the National Minimum Boarding Standards and in other relevant legislation.

Regular checks are made to ensure that appropriate Health and Safety standards are met in all aspects of school life.

The school is subject to regular inspection by the Independent Schools Inspectorate to ensure that all regulatory requirements are met or exceeded.

REVIEWED: **SPRING 2020**
NEXT REVIEW: **SPRING 2022**