

WELCOME TO



St Monica

BOARDING HOUSE



HANDBOOK 2023 - 2024

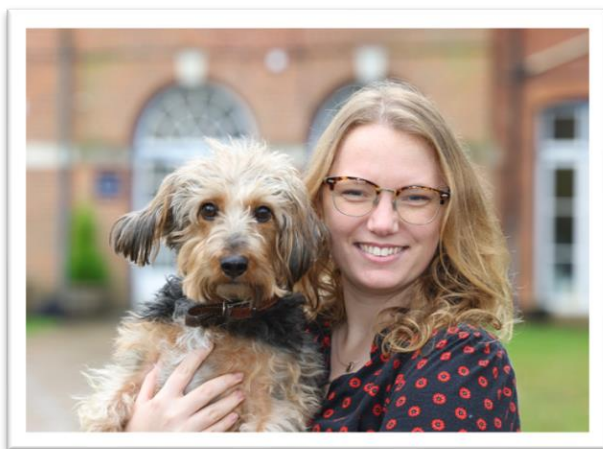


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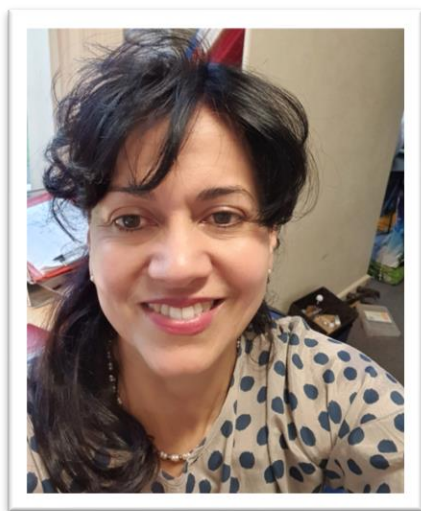
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Welcome!



Welcome to St Monica! I am Miss Horner, and I am the Housemistress. I am helped in the house by our wonderful matron, Ms Santana, and the fantastic Miss Baker. We also have a team of brilliant house tutors, who you will get to know very quickly. Woody the dog is also very helpful... especially when we drop toast crumbs!



I'm Ms Santana, I am the Matron in St Monica Boarding House and have been working as a matron at Warminster School since 2006. My children went to Warminster School, so I have been part of this community for 21 years! I am the first point of contact if you would like to find out about boarding in Saint Monica, so please get in touch if you would like to know more.

My name's Miss Baker and I'm the Creative Arts Graduate Assistant here at Warminster. I love theatre, performing and bring creative. I used to board at school and understand the importance of making the house feel like a home away from home.



OUR HOUSE

Saint Monica opened as Warminster School's junior boarding house in 2021, and accommodates boys and girls from Years 3 to 8. Our building is beautiful and was once former convent.

The rooms are airy, spacious and have lots of room for study and play. Some rooms are individual, and some our dorms, so we can really adapt to the children we have in the house.

We are so lucky to have a spacious common room that opens out into a large garden. Our garden contains a trampoline and a table tennis table as well as a range of garden games. We love hanging out in the garden – playing games, making dens and playing pooh sticks in the stream.

We also have a big kitchen and dining area where the boarders can prepare snacks, and where we have breakfast a couple of mornings a week. This huge room also acts as our second common room; featuring a pool table and a second TV. We also hold tuck shop in our kitchen, which runs on a Monday and Thursday evening. You won't need money for this – you can earn stars throughout the week which you can trade for tuck!

We have our own computer room for finishing off prep or emailing home. We also enjoy hanging out in our craft room, making bracelets, painting, drawing, or just hanging out and doing some colouring in.



We have an excellent team of House staff, all of whom are committed to caring for you and providing a family environment. All our House staff are teaching staff, so you will have plenty of opportunities to get to know them.

Miss Horner, Ms Santana and Miss Baker each have two nights a week when they are the duty member of staff. They work closely with our House Tutors who do duties with them. In addition, residential staff take it in turns to do weekend duties with House Tutors covering between 1pm and 7pm on Saturdays.

We hope you will join us in making this a safe and happy place to be where everyone matters, and where respect for one another is reflected in the spirit of the House. In return, all of us will do our best to help you initially settle in, and then continue to enjoy the time you spend as a junior boarder at Warminster. We know this is a place where you will have wonderful fun, make friends you will keep for life, and experience challenges that may change you forever: all of which is part of life as a Saint Monica Boarder!

We hope reading this booklet will answer some of the questions you may have about boarding. If there is anything that you are uncertain about or that we don't cover in the following pages, please don't hesitate to drop us an email or make a telephone call at any time. Please do follow us on our very active Instagram account [@stmonica_house](#) to get a feel for daily life in St Monica.



OUR DAILY ROUTINE

- 6.45am – wakeup
- 7.10am – roll call
- 7.15am – leave for breakfast
- 8.15am – leave for school
- 5.00pm – prep school back to the house for showers and prep, seniors to the library
- 5.45pm – leave for dinner
- 6.40pm – roll call

If we have breakfast in house, wakeup will be at 7.10am and breakfast will be at 7.30am.

Saturday

- 8.00am – wakeup
- 8.30am – breakfast and roll call in house
- 12.25pm – leave for lunch

Sunday

- 10.20am – leave for brunch
- 5.20pm – leave for chapel

EVENING TIMINGS

	Phones away	In bed reading	Lights out
Year 3 & 4	7.30pm	8.00pm	8.15pm
Year 5 & 6	7.45pm	8.15pm	8.30pm
Year 7	8.30pm	9.00pm	9.15pm
Year 8	8.45pm	9.15pm	9.30pm



BEHAVIOUR and expectations

Living within a community such as Saint Monica does mean that for the good of everyone, we do expect all boarders to help contribute to making the House a pleasant and happy place to be.

We have guidelines for life in Saint Monica; these are not designed to intimidate or to limit fun, but rather to help everyone understand what is expected and to make settling in easier. We go through them as a House to allow you to ask questions and hopefully understand why we must have rules. There are some rules which if breached will lead to loss of privilege and referral to Senior Staff.

HOW TO HAVE A HAPPY HOUSE

Our rooms	Our house	Our technology
<ul style="list-style-type: none"> ○ We keep our rooms tidy so that they can be cleaned ○ We don't have food in our rooms ○ We can have tuck at the weekends, and at tuck shop ○ After lights out, we do not use our Alexas, unless there is an emergency 	<ul style="list-style-type: none"> ○ We respect and look after our common areas, and keep them clean ○ We treat other people with kindness, and use appropriate language ○ We do not go into other people's rooms without permission from a member of staff 	<ul style="list-style-type: none"> ○ We can use the games console at the weekend ○ We hand our phones in after supper ○ We don't take our phones upstairs, unless we have permission



stars

To earn stars, we are kind and helpful. We look after each other, our teachers and our space, and go above and beyond to help make the house a happy place to live. You can trade your stars in for tuck at the tuck shop on a Monday and Thursday. Stars are displayed in the common room.



STRIKES

If you are rude/disrespectful/late etc, you will be given a 'strike'. A strike is like a warning, to let you know that the behaviour is not acceptable, and to give you a chance to correct yourself. The strike will be logged in the office, and can be given by any member of house staff. If you get three strikes in one week, you will lose your phone for an evening, and your tutor and parents will be informed (they will also be told the reason you have been given the strikes).



EXTRA INFORMATION

WEEKEND VISITS/GOING HOME

You may go home or to stay with a friend at any time over the weekend from 5 pm on Friday until 8 pm Sunday, providing you have no sporting commitments. If you do have commitments, you may leave once you have honored them. We must have parental permission for each weekend away, and permission must also be received from your host if you are going anywhere other than home.

For your safety and for our and your parent's peace of mind, it is essential that the School Exeat policy is followed on each occasion you are to spend time out of School. Parental permission must be received if you will be returning by bus on Monday morning.

ROLL CALL

Roll call is held in the common room every day at 7.10am and 6.40pm. It is essentially a House meeting where members of staff give out notices and you can ask questions or air your views. The only thing we ask is that you do not talk when anyone else is speaking - staff or pupil.

POCKET MONEY

No money is to be kept in dorms. We will hold your pocket money securely in a safe and Ms. Santana or Miss Horner will give you your money at weekends if it is needed.



PERSONAL POSSESSIONS

All personal possessions brought into school should be clearly marked. Parents are responsible for making sure that any electrical appliance arrives in good working order. iPods and mobile phones are allowed but must not be used during prep or after phone time. The staff reserve the right to request these items be handed in early. You may wish to bring your table tennis bats, a skateboard, roller blades etc. but these may only be used with the appropriate protective headwear and clothing. We do not recommend the use of bicycles in school.

MOBILE PHONES

You will be told when you arrive when you may use your mobile. All mobiles are kept in the office overnight for safekeeping overnight. There are charging stations in the office for this. Due to the risk of fire, charging of devices is not permitted in rooms so we ask that USB charging leads are supplied for each device but no AC adaptors are needed. You can use the phone in the office to call home, if you need to.

BEDDING

The School provides bottom sheets and one pillow with a pillowcase. You will need to bring a duvet and two covers (one to use whilst the other is in the laundry) and an extra pillow if you require one. All beds are changed once a week.



Laundry

We do encourage you to become more independent and responsible, especially with keeping your room tidy and your laundry organised. The laundry system we use is the same as in the other Houses, with a little more supervision in the collection of dirty laundry and the return of clean clothes. However, it is not unheard of for items to “disappear”, therefore, it is essential that all items of clothing are named with sew on nametapes. Iron on tapes and laundry or permanent markers do not stand up to the rigours of our laundry system and it is impossible for us to repatriate displaced socks, uniform (especially sports kit) and home clothes if they are not named. Likewise, we recommend personal possessions and shoes are all named with a permanent marker. Laundry is collected once a week and returned two days later.

Sometimes, you may need something washing in-between laundry days. In this case you may give them to the member of staff on duty who will wash them in the House machine. Emergency wash, usually sports kit after a match, can be done on a Wednesday or Saturday.

BELONGINGS OVER THE HOLIDAYS

You do not have to take everything home during the Christmas and Easter holidays. However, we do ask that all shelves, drawers and cupboards are emptied and your belongings stored in a suitable trunk or case whilst you are away so that our domestic staff can thoroughly clean in your absence.

We recommend that valuable items such as iPods and PSPs are not left in School and if they are, then you do so at your own risk.

At the end of the summer term all belongings must be removed from the building unless your home is overseas.



WHAT HAPPENS IF I FEEL HOMESICK?

Firstly, there is a good chance that at some stage you will feel a bit down and miss your friends and family at home. Do not worry, this is perfectly normal, something we all go through and it does not usually last for long. However, everyone is different, and different things help different people to feel better. It may help you to talk to someone about it and there are plenty of staff around who are happy to chat and will understand what you are going through. Some people find that keeping busy helps and there will be lots of things going on at the beginning of term to help you do that. Many people have found that phoning home can make things worse as it reminds you how much you are missing your friends and family. Whatever you find suits you best, remember, you don't have to go through it alone!

ARE THERE ACTIVITIES IN ST MONICA?

Yes, there are always lots of activities going on in and around the House. If there is a sport, game or activity you enjoy from chess to archery or from squash to rugby, just ask! We have huge common rooms, where we enjoy playing games and watching tv, but we also enjoy doing craft in the craft room, playing outside, and going on adventures.



WHAT HAPPENS AT THE WEEKEND?

Some of you may wish to go home every weekend, some may go home for occasional weekends whilst others may only go home for the set long weekends published in the School Calendar (there are usually two per term). If you choose to stay in for a weekend (and at least half the boarders usually do), you will find the House more relaxed and you will have plenty of opportunity to enjoy yourself. On a Saturday, you might find yourself involved in a sporting fixture, to which of course you may invite family or friends to spectate. On Saturday afternoon, we all go to town and get the chance to buy things for dorms or some sweets. On Saturday evenings we usually have a DVD, everyone gets ready for bed, before bringing down their duvets and snuggling up in front of a film. The film is chosen by you although this is taken in turns. This can mean that bedtime is sometimes late on a Saturday but you do get chance to have a bit of a lie in on Sunday morning. On Sunday afternoon there is an outing of the sort (either to a country park, adventure site or further afield), and then we all come back from church.



YOUR WELL BEING

The members of staff in Saint Monica are all here to help you, keep you safe and hopefully happy. If you have a problem that you need help with or just want to share then please feel free to talk to any of them.

The School Counsellor is also available to talk to and is in school between 4pm and 9pm on Mondays. In fact, there are several people to talk to, including the school Chaplain, Deputy Head, or even the Headmaster. If you feel uncomfortable talking to staff, you can always take a friend or someone you trust along with you or even get your parents to talk with them on your behalf.

We also have a confidential question box which you can drop a message into at any time. If you sign it Miss Horner will come to talk to you or if left anonymous, Miss Horner will discuss the issue with the whole House.

Mrs Young, the School Nurse, is in School every weekday between 8.30am and 5.30 pm. If you are feeling unwell during school time you should visit her in her surgery. If for any reason she is unavailable, you are to go to Reception and you will be sent to Matron, Ms. Santana, in Saint Monica.

She can also arrange for you to see a male or female doctor, from the Avenue Surgery in Warminster, in school on Monday between 4.00pm to 5.00pm or at the local surgery depending on which you prefer.

If you feel ill out of school time, then you must inform the member of the House Staff on duty. You must not take yourself to bed without telling anyone. If you are unwell during the night, you may wake a member of staff by dropping in using the Alexa, or ringing the doorbell outside their front door. The member of staff won't mind at all if you are genuinely ill.

If you need to take any form of regular medication, long or short term, this must be kept locked in the medical cupboard in the office from where it will be distributed to you when you need it.



INFORMATION FOR PARENTS

We would very much welcome the opportunity to get to know your children as quickly as possible and for them to bond with other members of the house. We therefore suggest that all members of Saint Monica remain in school for the first weekend, to enjoy a program of House activities designed for everyone to integrate in a fun and informal way.



POCKET MONEY

For security reasons, pocket money is kept by the House staff in the office and is given out on request. The amount your child has is at your discretion but we recommend approximately £5 per week with a little extra in case of emergencies or special outings, for example, the Christmas shopping trip. Some children will have bank accounts but we must advise you that opportunities for going into town to withdraw cash are restricted and we are unable to regulate spending if a child has their own account. Children are not allowed to bring their own tuck into the house – please help us monitor that!

COMMUNICATION

In Saint Monica, we are determined to offer the best care we can to all our residents. In order to do this effectively, it is important that we work together as a team with you. Therefore, communication is essential. Ms Santana is your first port of call, and is in the house most of the time. We are happy to communicate with you via phone or email, whichever suits you.



BELONGINGS

Please ensure that all of your child's belongings are named. With a lot of children in the house, things do sometimes go missing, and it is so helpful if we know what we are looking for!

HOMESICKNESS

There is a good chance that most children will be homesick at some stage, but they will never have to cope with it alone. Please let us know if you have a distressing phone call as we are here on site to help and can often reassure you that your child is now happily involved in some game or other having "off loaded" onto you, or if not, work with your child to help them feel happier! Also, please let us know of any problems at home which may worry your child so that we can offer support, if it is appropriate, or just keep a special eye on them. Above all remember that we are here to help and want to be in close contact with you so never hesitate to call us.

CONTACT US

Ms Santana:	01985 210180 (First point of call)
Duty Mobile:	07597 886594
e-mail address:	stmonica@warminsterschool.org.uk
Miss Horner:	jhorner@warminsterschool.org.uk

School Chaplain	01985 210114
Relate: (This is free counselling outside the school)	0300 100 1234
Avenue surgery (Local Doctor surgery)	01985 224600
(14-16 The Avenue, Warminster BA12 9AA)	



AIMS AND PRINCIPLES OF BOARDING AT WARMINSTER SCHOOL



Warminster School has always been both a day and boarding School, and it takes great pride in its boarding community. The aim of the school with regard to boarding is to help each individual pupil to develop into a balanced, mature, courteous and well-rounded individual who will take his/her place in and contribute to society when he/she leaves School. The school acknowledges that boarding is not necessarily right for every pupil, but that, in the majority of cases, boarding will be a positive experience for pupils. The school believes that boarding can assist in a positive way to the development of pupils.

The school believes that boarding can offer individual pupils many valuable opportunities and experiences –

- Friendship
- Independence
- Living and working with their peers, older and younger pupils
- Teamwork
- A stable and secure environment
- Leadership opportunities
- Co-curricular opportunities
- Self-discipline
- Preparation for life at university and in the adult world
- Academic support outside the classroom

The school believes that the success of boarding for each individual pupil is the result of teamwork between the parents, the pupil and the House staff. All of the Housemasters/mistresses have frequent contact with parents over many issues, not just to inform parents that their son/daughter is in trouble.



The school believes that all pupils are entitled to –

- Respect for their person and their property
- Consideration by others
- Clear guidance on behaviour both in and outside of the boarding house
- A life carefully balanced between work, leisure and physical activity
- Honesty
- Courtesy
- That their rights will be upheld according to The Childrens' Act, the Human Rights Act and the National Boarding Standards

The opening statement of the school rules is – 'School rules are designed to reflect common sense and common courtesy; to avoid inconvenience to others, to ensure common safety and to foster a communal sense of pride. Pupils should at all times behave in a responsible manner, showing courtesy, consideration and respect for other people and their property, and for the fabric and environment of the school.'

Everyone in the school must understand and abide by the School Rules and at all times behave in a responsible manner showing courtesy, consideration and respect for other people and their property and for the fabric and the environment of the School.

Pupils must attend registration, assemblies and all lessons and honour all co-curricular activities and sporting commitments.

