

**ST BONIFACE BOARDING HOUSE
HANDBOOK
2024-2025**



HOUSE ETHOS

'ONE KIND WORD'

WELCOME FROM THE HOUSE STAFF

St Boniface House is the home for our 'Intermediate' boys, from Year 9 – Year 11. This beautiful neo-gothic building at the heart of our school provides a wonderful boarding experience with cosy common rooms as well as use of the impressive, panelled St Boniface Hall.

It is with great pleasure and enthusiasm that we extend a warm welcome to each of you as the Housemaster, Matron, Assistant Housemistress and Residential Tutor of St Boniface House. We are embarking on a journey together that promises growth, learning, and lasting friendships.

At Warminster School we take pride in fostering an environment that goes beyond academics — we believe in the holistic development of every individual. As your Housemaster, my primary goal is to create a home away from home, where you feel not only supported but also encouraged to explore your potential and embrace new opportunities.

This Handbook serves as a guide to help you navigate the various aspects of life in St Boniface House. From daily routines and expectations to the rich tapestry of extracurricular activities, we have compiled essential information to ensure that your boarding experience is not only enjoyable but also meaningful.

Within these pages, you will find insights into our community values, code of conduct, and the numerous resources available to you. I encourage you to embrace the spirit of camaraderie and collaboration that defines our community.

Jeremy Evans

Housemaster, St Boniface



stbonifacehousewarminster

THERE'S NO PLACE LIKE HOME

Think of ways to make your room at St Boniface as homely as possible. Bring family photographs, favourite plants, bedding, posters etc. from home, which will help make things personal and comfortable.

GADGETS AND GIZMOS

Do not think that everyone else will have the latest and greatest gadgets, trainers etc. You don't need to go out and buy anything expensive of this nature before you arrive.

THE TEAM



PREPARATIONS BEFORE COMING TO St Boniface

Everybody is likely to feel a little apprehensive. It's quite normal and understandable. St Boniface is a warm, enthusiastic, and empathetic house so it should not take too long for you to find your feet.

- Do not phone home too often to begin with. It's good to speak with your family and to catch up on what is new at home, but sometimes it can be just as hard for your family to hang up as for you. Your parents will miss you too and they may find the separation difficult initially.
- Keep busy. It is the best way to settle quickly. Take advantage of the activities on offer. Learn something new.
- Get to know the layout of the school as soon as possible.
- There is a packing list available on Firefly. Please do check it and ask questions prior to arrival.
- **Be yourself.** There is nothing to be gained by trying to pretend to be something you are not. Over-confidence can inspire suspicion, not respect.

- **The Team:** Ms J Page, Mrs D Evans, & Mr M Antrobus

DAILY ROUTINE

WEEKDAYS

Monday - Thursday		Friday	
7.00	House opens	7.00	House opens
7.20	Wake up	7.20	Wake up
7.30 – 7.45*	All to Breakfast	7.30 - 7.45*	All to Breakfast (* need to be in dining hall by 7.45am)
8.00	Return to House & check phones	8.00	Return to House & check phones
8.20	All depart for School	8.20	All depart for School
8.30	Registration	8.30	Registration
13.55	Registration	13.55	Registration
17.00	School finishes	17.00	School finishes
17.00 - 17.15	All to Check-in with Boarding houses	17.00 - 17.15	All to Check-in with Boarding houses
17.00-18.10	Free Time or Clubs	17.00-18.10	Free Time or Clubs
18.10	Supper	18.10	Supper
18.30- 20.00	Prep in DT	18.50	Roll Call
20.05	Roll Call	Free Time	
20.15 onwards	Free Time		
21.15	Year 9 & 10 in House	21.15	Year 9 & 10 in House
21.30	Year 9 & 10 to rooms	21.30	Year 9 & 10 to rooms
21.45	Year 11 in House	21.45	Year 11 in House
	Year 11 straight to rooms		Year 11 straight to rooms
	Year 9 & 10 lights out		Year 9 & 10 lights out
22.00 House Locked and Alarmed		22.00 House Locked and Alarmed	
22.00	Year 11 Lights out	22.00	Year 11 Lights out

WEEKENDS

Saturday		Sunday	
7.00	House opens when required	9.30	House opens - <i>Earlier on request only</i>
8.00	Wake up	10.00	Wake up
8.25	All to Breakfast	10.10	Roll Call
9.00	Breakfast closes	10.30 - 11.00	All to Brunch
9.15	Roll Call	11.00 – 13.00	Trips / Free Time/ Town
9.30-11.30	Prep in house subject to fixtures	13.00	Check-in
12.30	Lunch	Trips / Free Time/ Town	
13.00	Check-in (Yr 9-11)		
Free Time/ Town/ Fixtures			
16.00	Check-in then Free Time (Yr 9-11)	16.00	Check-in (Yr 9-11)
18.00	Supper	16.15 – 17.00	Prep catch up in house
18.50	Roll Call	17.15	Roll call then Chapel
Free Time		18.00	Supper
		19.30 - 20.00	Free Time (check laundry)
		20.05	Roll Call
		20.10 – 20.30	Laundry + Get ready for school & Tidy House
21.15	Year 9 & 10 in House	21.00	Year 9 & 10 in House
21.35	Year 9 & 10 to rooms	21.15	Year 9 & 10 to rooms
21.45	Year 11 in House	21.30	Year 11 in House
	Year 11 straight to rooms		Year 11 straight to rooms
	Year 9 & 10 lights out		Year 9 & 10 lights out
22.00	House Locked and Alarmed	21.45	House Locked and Alarmed
22.00	Year 11 Lights out	21.45	Year 11 Lights out

A

Accommodation

All the rooms in the House have personal sleeping, working and storage space for each boarder and a notice board that may be decorated as you choose, although it is advisable to check the suitability of posters with house staff before you put them up. Bedrooms are a personal space for all who share or have a single room, and this must be respected at all times. You may not enter someone else's room without their permission and to protect everyone's privacy and there are times when you may not enter another person's room at all. Day pupils or friends from other houses are never allowed upstairs or in boarders' rooms.

Activities

You are expected to involve yourself in a variety of extra-curricular activities each week. Make sure you try new things!

B

Bank cards

All shops and places of visit prefer electronic banking. A bank card is advisable, especially if buying anything online.

Bedding

The school provides bottom sheets and one pillow with a case. We recommend that you 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, you will be told which day by your house staff. It is your responsibility to then re make your bed each week. If for any reason you need to have a change of bedding, please see the Matron. We do have spare bedding if required.

Bedtimes

See Daily routines.

Borrowing

Borrowing money or personal possessions from other boarders is not permitted.

Bullying

NO forms of bullying will be tolerated within School or the Boarding House. Bullying behaviour will be dealt with in accordance with the school rules, which takes a dim view of such behaviour. Initiation ceremonies are a form of bullying; therefore, NO form of initiation ceremony will be tolerated within boarding.

C

Chapel

Every Sunday evening (except on Quiet Weekends) the Chaplain holds a Boarders Chapel. Each house is designated on a rota basis to run Chapel. This is an amazing opportunity for many of our boarders to stand up and deliver a talk, either by themselves or as part of a group. The Chaplain and House Master would help pupils if needed.

Charity

The school (Charity Council) will run various events throughout the year to raise money for local charities. Anyone can get involved and be on the Council. You will need coins/cash on these occasions for sponsorship, cake sales, mufti days (see – Mufti), etc...

Complaints

Every boarder has the right to enjoy all aspects of life in St Boniface. No boarder should feel discriminated against on the grounds of gender, disability, race, religion, cultural or linguistic background, or academic and extra-curricular ability. If you feel you have been unfairly treated in any way, you should report this to the Housemaster, or any member of the Boarding House staff. There are other people you could see if you feel your complaint needs to go 'out of the House', such as the Chaplain, School Nurse, Assistant Head (Pastoral) or Headmaster. Be assured you will not be penalised for making a complaint in good faith.

Communication

St Boniface House Contact details:

House Master email: jevans@warminsterschool.org.uk (*used for any private / confidential matters*)

House email: stboniface@warminsterschool.org.uk (*used for logistics*)

House phone: [+44 \(0\) 1985 210137](tel:+44201985210137)

House mobile: [+44 \(0\) 7597 886602](tel:+44(0)7597886602)

St Boniface FireFly page: <https://warminsterschool.fireflycloud.net/st-boniface>

St Boniface Instagram is: stbonifacehousewarminster

St Boniface address:

St Boniface House
Warminster School
Church Street
Warminster BA12 8PJ

Please check the FireFly pages regularly.

Computers

Boarders may bring their electronic devices into the boarding house, and where appropriate, the main School. There will be an Acceptable Use Policy (AUP), or code-of conduct, to sign if you wish to bring such a device to school. You must ensure that your parents have insured it against loss/damage. Boarders will have access to a filtered and monitored WiFi network within the boarding house (and School). Personal devices should be used sensibly. Incorrect or improper use will result in their confiscation for one week, or more severe sanctions where appropriate.

D

Damages and Breakages

If you break or damage something, please tell a member of the Boarding House staff immediately. There may be times when a repair or replacement will need to be recharged; however owning up to causing the damage is the most important thing.

Dress

You must always observe the School Dress Regulations whilst on school grounds or whilst involved in school activities. You can change into informal clothes in the Boarding House after your involvement in school activities ceases for a particular day. Breakfast is school uniform, supper in normal clothes. Home clothes can be worn all weekend. Chapel on

Sunday is smart collared shirt and trousers, no jeans, or trainers. Any variations will be at the duty staff's discretion.

Duties

All boarders should expect to contribute to the smooth running of the boarding house. There are formal duties, details of which will always be found published on the Boarding House noticeboards. It is, however, still expected that you clean up after yourselves, especially in the Kitchen and Common Rooms. If these areas are regularly untidy, they will be taken out of service for a period of time.

E

Electronic Devices

Boarders may bring their electronic devices into the boarding house, and where appropriate, the main School. You must ensure that your parents have insured it against loss/damage. Boarders will have access to a filtered and monitored WiFi network within the boarding house (and School). Personal devices should be used sensibly. Incorrect or improper use will result in their confiscation for one week, or more severe sanctions where appropriate.

All electronics must be named and stored correctly. No equipment with a heating element may be used in your room except hair appliances. All electrical appliances (lights, stereos etc.) must be turned off when you leave your room.

Entry to and Exit from the Boarding House

You must sign out when leaving the Boarding House for a specific destination (except for meals and the school day, where registers are taken). Signing out can only be to one specific location; boarders are not allowed to wander around the school grounds at night. You must sign in upon your return to the Boarding House. The external doors are locked and alarmed in the evening at 10.00pm (Sunday 9.45pm). If you return after this time, you will have to call the Boarding Mobile Phone to gain entry. Do not try to force the doors open or get another boarder to try to do this for you – doors are alarmed. You must never sign other boarders out.

E-Safety

Boarders must be mindful of the dangers of the Internet; particularly the use of chatrooms and all forms of social media and may not at any time access inappropriate material or websites which would not be permitted under the School's AUP (Acceptable Use Policy). Boarders, like all Warminster School pupils, will be given e-safety and acceptable Internet use briefing as part of their induction program. All boarders will have to agree and sign the School's AUP before being granted WiFi access in the Boarding House.

F

Feedback (Pupils Voice)

Pupils can feedback or comment about things in the house. This can be done through talking to staff, filling in a handwritten suggestion box form or ideally clicking on the feedback QR code (various around the house). Here pupils can give feedback and have the option of adding their name if they would like a reply direct to them.



Fire Alarm

To comply with Fire regulations, we will periodically do fire evacuations tests each term.

Fire evacuation Procedures are visible in each bedroom and in selected areas around the house. It is part of the pupil induction so please ensure you have read and understood it.

In the event of a daytime alarm at the weekend, if no adult is present, complete the above procedure and call the Boarding Staff Mobile phone.

Flexi Boarding

Whether you are a regular flexi boarder or occasional, our house expectations still apply. Check in should be by 5.15pm so we know you are here and if you are new to the house we can make sure someone looks after you. If for any reason a flexi boarding arrangement is cancelled or changed then parents must inform the house immediately. If a pupil does not show for 5.30pm then the staff on duty would start to investigate where they are.

Food

All meals are taken in the Dining Room.

Boarders should not store food in their rooms which needs to be refrigerated and must ensure it is clearly named and dated in the kitchen fridge. The house staff will limit the amount of food you store in your rooms and monitor your intake of fizzy drinks. If excessive then you will no longer be allowed to purchase them.

All energy drinks are banned.

G

Games Kit

When attending school games lessons, only school games kit is to be worn. You must carry football/rugby boots to and from school and/or the school field. No muddy footwear is allowed into the boarding house, please remove these at the door. These are stored in an allocated pigeon hole and are not allowed in rooms.

Gaming

We have a designated games room where the boys can relax and enjoy themselves. We have a X Box and Play Station. Some games are provided but feel free to bring your own (clearly named) but they must be age appropriate. We do not allow gaming consoles in bedrooms as all electronics are handed in each night.

H

Heaters

Heaters are not permitted to be used in rooms unless approved by our Health and Safety Officer (fan heaters will be confiscated). Our heating is switched on when the weather is cold, we recommend you bring a warm throw for the winter, however, we do have some if required.

Holidays

The school term dates are published 2 years in advance. If you wish to take your child out of school, then you will need to request permission

from Mr Huw Jones, Head of Boarding. Once the request has been authorised, please remember to advise the Boarding House.

Houses (Academic)

Pupils & staff are assigned to an academic house for competitions.



ARNOLD



DENYS



FINCH



KEN

I

Induction

All new boarders are given an induction during their first week. This is very informal but ensures that you know the routines and understand the rules of the House. After a couple of weeks, you will be required to complete the Boarders Induction form on Firefly to show your understanding.

Instagram

St Boniface House like the rest of the school uses Instagram to keep pupils & parents up to date with photos & videos of different activities.

St Boniface Instagram is: [stbonifacehousewarminster](#)

Warminster School main Instagram is: [warminsterschool](#)

J

Junk food

Junk food will be monitored as we try to promote healthy eating; however, if we feel that a pupil is not having a balanced diet or skipping meals/overeating then we will review this with the Medical Centre. The health and wellbeing of all our pupils is of huge importance.

Jackets

As part of the school uniform, we expect all pupils to have a school winter jacket/coat. This should return with them after October Half Term.

K

Kitchen

The Kitchen is not to be used during lessons, prep time, or after lights out. There is fruit, breads, spreads, and snacks which are available for you after school and roll call or over the weekend. Please clear up after yourselves – this is your responsibility. Boarders also have the kitchen as a duty to ensure it is kept in good order and the dishwasher is put on and unloaded.

L

Laundry

All clothing put in laundry must be named and capable of being tumble dried. The school accepts no liability for damage to clothes which we launder. All socks and underwear must be in a net bag.

The routine for laundry is as follows:

Sunday evening all clothing is to be brought down and placed in the red bags as labelled. All sports kit must go into grey bags so the laundry department can wash it first thing Monday morning and have it returned to the office by lunchtime ready for your game's session. All other clothing will be returned to the house by Tuesday afternoon and sorted by the laundry team on duty after roll call. You **MUST** collect your belongings promptly before bed.

During the week there may be times when emergency washes are needed. Please see a member of staff.

Leaving School Grounds

All boarders leaving the school grounds must have permission from a member of the Boarding House staff. You must sign out at the Foundry or Reception during the school day or with the member of staff on duty in the boarding house when out of the school day. We recommend changing

into your normal clothes when leaving the school grounds during an evening and weekends.

You are expected to be back in house at the correct time for check-in and roll call. See Daily timings.

M

Meals

You must go to all meals in the Dining Hall unless you are given permission by a member of the Boarding House staff. If you have special dietary requirements, please let the Boarding House staff know ASAP. If you will miss a meal due to a school/extra-curricular commitment, do ask a member of the Boarding House staff to save you a meal.

Medical Matters

If you feel ill, or have an injury during lessons, please see the school Nurse in 'The Hub'. At all other times, see a member of the Boarding House staff for treatment. Boarders must not store medicine in their rooms. It must be handed into the office on arrival. Parents may pass prescribed medicines directly to the School Nurse or Boarding House Staff. Only medicines prescribed and licensed within the UK are permitted. All other medicines will be confiscated and either returned to you when leaving to return home or destroyed.

The school Nurse will review all medication and in some instances a self-medication form may be issued in agreement with parents, boarding staff and the pupil.

For non-urgent medical issues 'The Hub' is open during break and lunch times.

Missing Pupil

See missing pupil policy - Firefly

Mobile Phone

There is a new mobile phone policy that came into effect in September 2024. In simple terms NO mobile phones are allowed in school or to be used in school. 6th Form can access their mobile phones at lunch times only and ONLY in Townroe House. Please see information posters in the house for additional information and explanation. Boarders in Year 7-11

will leave mobile phones locked in their Boarding House, during the school day.

Money, Passports, and Valuables

Valuables and money should be kept in the lockable space in your room. If you have a significant amount of cash, or another item of value, please hand this into the Boarding House office for safe keeping. Pocket money can be asked for in advance (by afternoon break) and the Matron will hand out after school or over the weekends.

Passports/BRP Cards must be given to the Boarding House Staff for safekeeping. If something goes missing, inform the Matron immediately, but try not to tell anyone else.

We advise you have some money (cash) even if you have a bank card for some trips or going into town

Mufti

Mufti is the name we use for 'home clothes', so you will need a couple of sets of casual clothing, including a coat/waterproof jacket to wear in the evening and at weekends. As with uniform it should always be worn clean and tidily but providing it is presentable, i.e. provides adequate coverage and is not ripped, it can be entirely of your choosing. In addition to your everyday mufti, some smart clothes may be needed for school events/dinners such as, black trousers, shirts, and appropriate footwear. On a Sunday evening you will attend chapel in appropriate mufti. All clothing must be named.

There occasional 'Mufti' days during the school week, over the year, in aid of Charity.

Money

Pupils may need some cash for events & trips. Any money can be stored in the Office safe for safe keeping.

Music

Music may be played as long as it cannot be heard outside your room. Music may not be played aloud during prep time, or after lights out. Do not leave music playing when you have left your room.

N

Notices

Every evening at roll call, any relevant notices will be given to pupils. We also have 3 notice boards which you need to check. All roll call announcements & additional communications are on Teams. All pupils need to be able to access Teams, either on their, phone, laptop/tablet or school computer.

Nighttime

A duty member of staff is on duty in the evening and then overnight. If for any reason you need them there are doorbells outside their flats. You can call upon any member of staff in an emergency at any time.

O

Out of Bounds

Please check the out of boards areas on the notice board. These are in place to keep all our pupils safe. There is plenty of outside space and during bad weather and dark nights indoor areas are also accessible so all boarders can meet up, play sport and have fun.

P

Prefects

Every year we appoint a new prefect team after an application process. Our prefects are here to help and support all the pupils in the house, organise their family's duty rotas and assist the members of staff on duty.

They play a very important role within the house and are given extra privileges in recognition of the hard work they do.

Post

Post is received by the school from Monday to Friday. Letter post is normally delivered to reception by 11am in the week and parcels delivered to The Bursary. You may check these areas during break, lunch or after school.

Our post address is;

Your Name

St Boniface

Warminster School

Church Street

Warminster

Wiltshire

BA12 8PJ

Posters

You are welcome to put up posters in your room, but only using Blu tack. The poster must not be offensive and the HM will be the arbiter of acceptability.

Prep Time

Prep Time is compulsory for all boarders. You will be supervised by our academic house to tutors in the library or classroom areas from 6:30pm – 8pm every evening Monday to Thursday. See Prep details in the appendix. All students are set prep to support and extend work done in lessons. Departments set this independent study in accordance with the prep timetable, a copy of which is issued to students and can be accessed by parents on Firefly.

Prep Guidelines

Boarders should spend some time reviewing work covered in class during the day as well as completing set prep tasks. Quite often some prep doesn't have to be handed in for several days, but pupils should aim to complete tasks on the day they are set. Where a task requires more time, it is advisable to make sure prep due in the following day is complete first. For a productive prep period, the following guidelines may help:

- Ensure that you have all the stationary and necessary books before you commence prep.
- Please do not 'chat'; you may discuss schoolwork with a member of staff or alternatively another pupil if necessary.
- If you need assistance, ask the staff member on duty.
- When you have finished your prep, you can read a book, work on long term assignments, revise for future tests or reinforce the day's learning.

- Pupils must hand their phones in during prep time.
- Students are expected to assume responsibility for organising their time and managing their workload; this is an important part of the school ethos. However, we recognise that many young people find this difficult to do at first or at times and we make supervised sessions available at certain times of the day. Staff and tutors monitor that prep is being done and work with students who are having difficulties recognising any SEN needs.

Privileges

See Privileges sheet in appendix for full details.

Q

Queries

There will always be questions throughout the school year, please do speak with the Housemaster, Matron, Assistant Housemistress and Residential Tutor.

Quiet Weekend Timings

As there are no sports fixtures over a quiet weekend we arrange for a brunch for Saturday as well as Sunday. On occasions pupils may need the house opening for an early departure. Please ensure you have asked the member of staff on duty as they too are not required to be up early.

Sat & Sunday Timings

House opened 9.30am	Wake up 10pm	Brunch from 10.40	Check in 1:00pm	Check in 4:00pm	Supper 6:10pm	Roll Call 6:50pm Sat 8.05pm Sun
------------------------	-----------------	----------------------	--------------------	--------------------	------------------	---

Normal weekend bed timings are in place.

R

Rewards

House staff, prefects and domestic staff can issue house merits. Merits are added up at the end of each half term and a reward is given. Once you reach 10, your parents will receive a postcard detailing your merits and congratulating you.

Some kind acts are awarded a commendation.

Roll Call

Roll call is held every evening in St Boniface Hall. It is essentially a house meeting where members of staff give out notices and you have the opportunity to 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. Unless you have permission to be absent then you must attend all Roll Calls.

Rooms and Decoration

You must NEVER be in another boarder's room if they are not there themselves. Your rooms are to be kept tidy and uncluttered at all times. To this end, bulky items (sports/music equipment) must be stored elsewhere. Discuss a convenient location with your House Staff. Each room is cleaned daily, but it is not the cleaner's job to tidy your things. We encourage you to personalise your rooms, so they feel like your own. Bring blankets, photos of family, pets, and friends as well as flags or posters. No pins are allowed to be used on the furniture or doors. Posters should show sound judgement and discretion.

S

Sanctions

Prefects are asked to help in developing a happy, caring, and well-disciplined atmosphere in the House, but no boarder may punish another boarder. Sanctions will be applied in accordance with the House Sanctions Policy. See appendix

Self-medication

Pupils may be required to self-medicate. Please make this known to the Matron and nurse so you can complete the required forms. Certain medication will have to be locked away in the office and you will be able to access it through the Matron. Medication of any description should not be kept in your room without completing a self-medication form.

Substances (Prohibited)

Use of or possession of drugs and/or associated paraphernalia, alcohol, cigarettes, Vapes or substance for inhalation are prohibited and if caught with these items you face suspension or expulsion. See the School Rules.

Suggestion Box

Every pupil has a voice. Sometimes suggestions are made using our suggestions box as some pupils may feel awkward or shy in putting their point of view forward. (See – Feedback)

T

Takeaway Food

Takeaway or delivered food is only permitted on Saturday nights, delivery only. You must seek permission from the member of staff on duty before ordering. Takeaway shops can only be visited on Saturday and Sunday until 3.30pm as you must be back for 4pm check-in.

Teams

Communication for Roll Call & written notes will come via Teams. There are daily announcements. Pupils need to download the App. Teams can be accessed on school computers as well. Pupils need to give a 'thumbs up' on Teams to Roll Call announcements.

Travel

For all quiet weekend, half term and end of term travel please see appendix.

Trips

As a boarding community we endeavour to organise a trip for each weekend. Some of these may be our own house trip and some are all boarding house trips. See our Boarding Trips page on Firefly.

We require a 2-week deadline for signing up for trips. Some will have limited spaces so may close early and waiting lists will then be on a first come first served basis.

We encourage feedback and are very open to any new ideas you may have so please do speak with the Boarding House staff.

Tuck

You may bring into school small amounts of healthy snacks and drinks. You may also bring in fresh produce; however, you will be expected to store this in the house fridge. It is advisable to put this in a marked re-sealable named container. If you wish to cook a snack in the evenings you

may, after prep time. However, it is important that any perishable food items are stored correctly. Please ensure your tuck is stored out of site in your room.

U

Universal Plugs

We recommend that all overseas pupils bring at least 2 universal plugs. These must also be named.

V

Values

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 the boarding house
- A life carefully balanced between work, leisure, and physical activity.
- Honesty
- Courtesy
- That their rights will be upheld according to The Children's 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.'

Visitors

All pupils entering the Boarding House at any time must be 'signed in', and then out, in the 'Signing In' form. Please ensure your guests remain on the ground floor, in common areas, and that they behave appropriately. Each boarder may have 2 guests at any one time.

Any member of staff other than residential House staff and the Matron must sign in at the office so the house staff are aware who is in house at all times.

Parents and Guardians are allowed into the boarding house but must also sign in at the office. They are only allowed upstairs to visit their child's room on the **first day** of term.

W

Weekends

Our weekends can be very busy. Sports fixtures are every Saturday and are compulsory unless permission is received by the sports department for you to be absent.

There will be trips put on for all boarders to sign up to, there will be free time to pop to town for provisions or spend time with friends or just time to relax.

X

Exeat

There are times when a pupil will need to be on exeat from the boarding house. This can be of an evening or over a weekend, with family or friends so we are aware of where all our pupils are at all times an Out of House form must be completed in good time (no later than 2pm on the day). If staying with friends, then the adult responsible for them must also email the boarding house with full contact details and travel arrangements. We advise speaking with the house Matron before making plans.

Y

Years

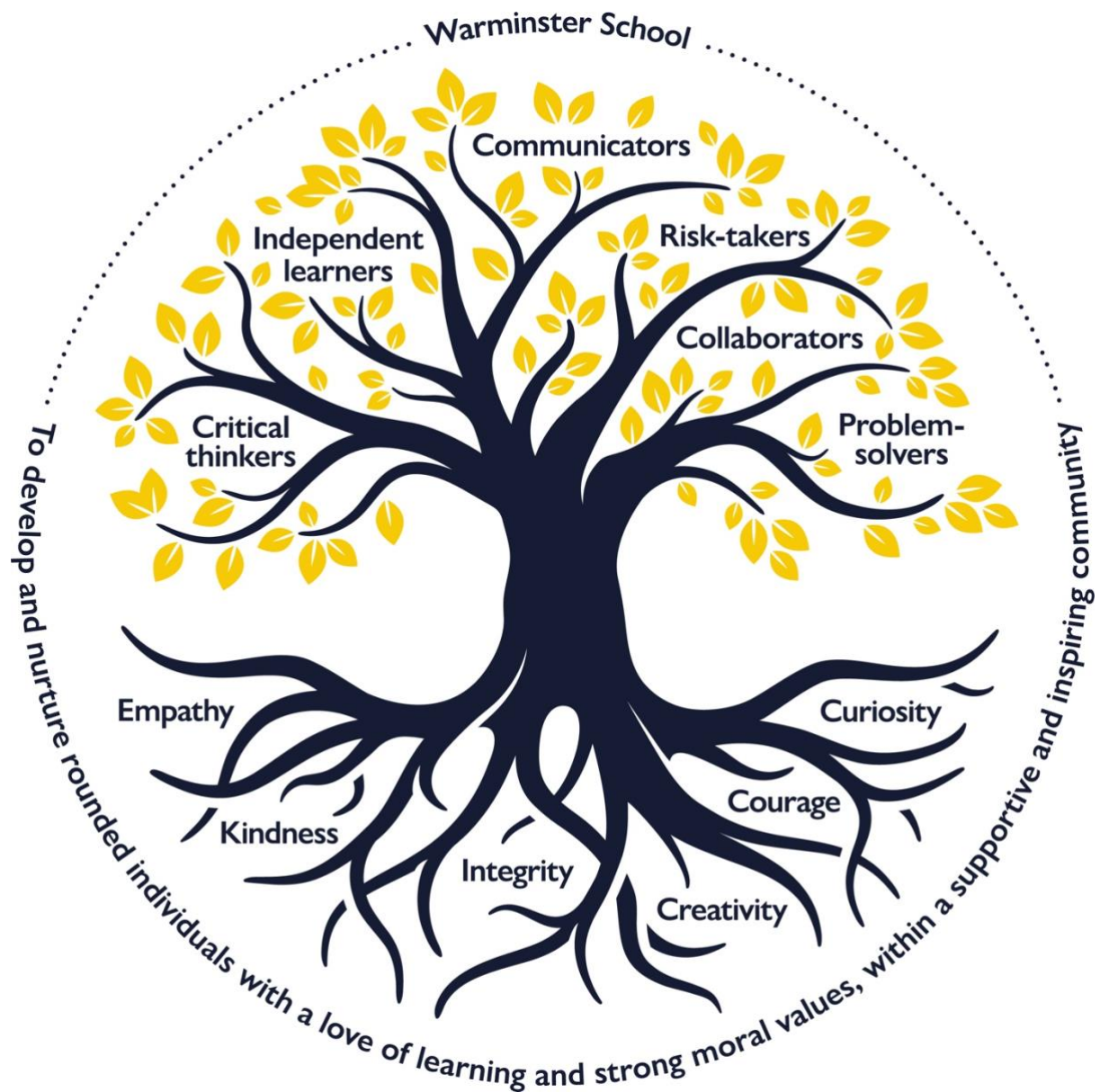
The house is made up of Year 9, 10, and 11 boys.

Z

Zebra crossing

Warminster School has 2 parts to each side of the campus. On entry to each side there are Zebra Crossings. To keep everyone safe it is compulsory for all pupils to cross the busy road at the crossing traffic

lights only. There are strict sanctions in place for those who decide to cross at a different point or run out into the road. **Safety First!**

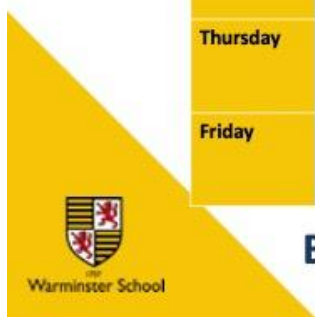


APPENDICES

ST BONIFACE SANCTIONS AND REWARDS

St Boniface Rewards & Sanctions











Reasons For Boarding Merits	Reasons For Minor Boarding Concerns	
10 Merits (Postcard Home) = 1 Family Merit. The family with the most merits at the end of each half term gets a prize	3 Minor Concerns (MC) over 2 weeks = Boarding Sanction. All sanctions are reviewed by Mr Evans and may result in a Friday night detention	
	Issue	All will be a Minor concern +
Kindness	Being deceitful/dishonest	Depending on severity may escalate to an automatic Sanction
Politeness	Being disrespectful to others	Depending on severity may escalate to an automatic Sanction
Good role model	Fake phones	Saturday Morning Detention
Room tidy/beds made per week	Going into others rooms when they are not there	In daytime- banned from house
Helping Staff	Late for breakfast/not attending	7.30am by office early B/F & No phone until 5pm
Helping your peers	Late phones	No Phone for 24 hours
Mentoring younger pupils	Leaving the kitchen in a mess	Will be on Kitchen Duty as an extra duty the following week
Generally always doing the right thing	Not collecting Laundry	Laundry duty the following week
One Kind Word	Not doing your house duties	Will be on the rota for another week
	Not handing in phones or electronics	Friday Night Detention
	Not Reading and Thumbs up Roll Call on Teams	No Phone after Breakfast
	Out of bounds	Gated for 1 evening
	Poor attituded in prep	
	Poor behaviour in house	In daytime- banned from house for a day
	Poor time keeping	Possible- Early Beds, Early breakfast, no return to house during day, extra house duties...
	Rudeness	Depending on severity may escalate to an automatic Sanction
	Signing in/out of house	
	Takeaways/wet food in rooms	Takeaway Ban
	Untidy rooms	Phone confiscated at 5pm until room is tidy
	Up after lights out without a good reason	Phone confiscated for 24 hours
	Repeated offences = HM's Sanction	To be decided depending on severity of concern
Behaviour resulting in Boarding Sanction which would be escalated to H Jones		
Theft of others property (in any form)	Dealt with by HM/Head of House & Deputy Head	Possibly Suspended
Physical Bullying/Fighting	Dealt with by HM/Head of House & Deputy Head	Possibly Suspended
Mental Bullying	Dealt with by HM/Head of House & Deputy Head	Possibly Suspended
Any type of discriminatory language	Dealt with by HM/Head of House & Deputy Head	Possibly Suspended
Smoking/Vaping	See school Rules	Possibly Suspended
Alcohol use	See school Rules	Possible Suspended/Expelled
Drug use	See school Rules	Possible Expelled



	Townroe	Gym	Astro	Sports Hall	Music (Chapel)	Art (Art block)	Other
Monday	7:00pm – 8:30pm (Northdown)	8:30pm – 9:30pm (Stratton)	8:30pm – 9:30pm Hockey (St Boniface)	8:30pm – 9:15pm Basketball (Ivy)	5:00pm – 8:00pm		
Tuesday	7:00pm – 8:30pm (IAF)	8:30pm – 9:30pm (Stratton)			5:00pm – 7:00pm		
Wednesday		8:30pm – 9:30pm (St Boniface)	8:30pm – 9:30pm Hockey (St Boniface)	8:30pm – 9:15pm Sport TBC (Stratton)	5:00pm – 8:00pm	7:00pm – 8:30pm (Northdown)	8:30pm – 9:30pm Board Games (Stratton)
Thursday	7:00pm – 8:30pm (Northdown)	8:30pm – 9:30pm (Stratton)	8:30pm – 9:30pm Hockey (St Boniface)		5:00pm – 6:00pm		
Friday		7:30pm – 8:30pm (Stratton)	7:00pm – 8:30pm Hockey (Northdown)	7:00pm – 8:30pm Badminton (St Boniface)			

Boarding co-curricular activities – Spring 2025

Please note activities & timings are subject to staff availability & weather (if outside)

St BONIFACE HOUSE RULES AND TIMINGS 2024-2025										
	 EVENING TIMINGS	 BED TIMINGS	 PREP (or reading)	 KITCHEN	 TOWN	 FOOD (DINING HALL)	 TAKEAWAY FOOD	 PHONES, LAPTOPS, TABLETS	 GUESTS IN THE HOUSE	 BATH (day trip)
YEAR 9	9:15pm: Back to house 9:15pm: Hand all electronic devices	Upstairs in own bedroom or using washroom 9:15pm – 9:30pm Lights out (in bed and ready) 9:30pm	Monday-Thursday 6:30pm – 8:00pm May leave the house at after roll call (IF ALL TASKS ARE COMPLETED TO A SUITABLE LEVEL) Saturday 9:30am – 11:30am (subject to fixtures) Sunday 4:00pm – 5:15pm Weekend Prep in rooms	After school: 5:00pm – 5:50pm All evenings: From roll call until 9:15pm	Weekend ONLY: sign out in office, in pairs 1:00pm - 4:00pm	Must attend all meals: Breakfast* Lunch Supper Everyone at breakfast by 7:45am * Sunday Brunch	Ask staff for permission before ordering subject merits & concerns - Saturday evening (must still attend meals)	Must be handed in overnight, every night 7 days a week.		N/A
YEAR 10	9:15pm: Back to house 9:15pm: Hand all electronic devices	Upstairs in own bedroom or using washroom 9:30pm – 9:45pm Lights out (in bed and ready) 9:45pm			Tuesday 5:00pm - 5:50pm, only Morrison's and in pairs. Sign out at office first Weekend: sign out in office 1:00pm - 4:00pm			Must be handed in overnight – * except for Saturday night *this is a privilege	Mon-Thurs 8:30pm - 9:00pm Friday & Saturday 7:00pm - 9:00pm Sign in/out in office on back of check in form. Must be escorted directly to Common Room or Boni Hall	N/A
YEAR 11	9:45pm: Back to house 9:45pm: Hand all electronic devices in then to room getting ready for bed	Upstairs in own bedroom or using washroom 9:45pm – 10:00pm Lights out (in bed and ready) 10:00pm			Tuesday and Thursday 5:00pm - 5:50pm, only Morrison's and in pairs. Sign out at office Weekend: sign out in office 1:00pm - 4:00pm.			Must be handed in overnight – * except for Saturday night *this is a privilege		Bath City only Sundays: 11:00am - 4:00pm (Parents' permission + sign out with office)
Saturday	Option of 30+minutes later to bed – duty staff to confirm (Back in house & electronics the same time)				These are privileges that can be revoked					
Sunday	All timings come forward 15 minutes (Back in house, kitchen electronics in & in bed)									

St Boniface Prep Expectations

Supervised

Year 9

Monday – Thursday DT Block

6:30pm – 7:00pm

They have the option to stay longer if they wish or to catch up. 7:00pm they can return to the Boarding House but need to stay in.

Kitchen is closed from 5:50pm until after roll call.

Year 10

Monday – Thursday DT Block

6:30pm – 7:30pm

They have the option to stay longer if they wish or to catch up. 7:30pm they can return to the Boarding House but need to stay in.

Kitchen is closed from 5:50pm until after roll call.

Year 11

Monday – Thursday DT Block

6:30pm – 8:00pm

Monday to Thursday Prep rules

All phones are handed in & registered on the Fire Sheet.

Pupils cannot take or use laptops or tablets during Prep. They are to use the school computers if they need access.

Cannot use headphones unless they need for a school video, translation, etc...

Discretion of staff on duty.

Please see & use seating plan created for Prep located in Fire Sheet folder.

If a pupil has finished their set tasks and still have remaining time they have the option of reading, revising, completing course work or using Seneca.

Unsupervised

Saturday

Year 10-11 if not on a Sports fixture will do Prep in the Boarding House in rooms.

Year 9 have the option to do work or come out of their rooms and socialise in the House.

Weekend Prep – pupils can use phones, laptops, & tablets.



Warminster School

TRAVEL INFORMATION AND OUT OF HOUSE PROCEDURES

Taking your child out for the evening or weekend.

If you are planning on taking your child out for supper or over the weekend, please complete the OUT of HOUSE Form. For weekday supper the form must be completed no later than 2pm that day but preferably as soon as you know.

For all weekend plans, our deadline is Thursday morning by 9am. The OUT of HOUSE form can be used however if you are not collecting and using public transport then please complete the TRAVEL FORM.

There may be times when you need to take your child out at the last minute, please call the office as well as completing the form so we are aware.

Quiet Weekends/Half Terms and End of Terms.

Quiet weekends are designed so that pupils have the opportunity to go home, visit guardians or stay with friends. We would expect our UK pupils to leave Friday evening after school has finished at 5pm and return no later than 7.30pm ready for Roll Call on Sunday evening. Overseas pupils are able to stay in house if no other plans can be made. UK students that may need to stay in, please email me.

For all pupils not staying in please complete the TRAVEL FORM 2 weeks prior to departure. Any overseas pupils who are staying in house you do not need to complete any forms.

Half Terms and End of Terms are when the boarding house closes school will finish at 4pm and the board house closes at 5pm. Please complete the TRAVEL FORM no later than 2 weeks prior to departure. It is essential that all pupils who need transport booked by school that we have the full details of travel arrangements by this deadline to be able to book their transfers.

If you have already booked flights for multiple school holidays, please do complete the Travel Forms in advance.

Pupils staying with friends.

During your child's time at Warminster there maybe opportunities for him to stay with a friend over a weekend or to attend birthday meals etc. For this to be authorised we need a competed OUT of HOUSE form from yourselves and an email from the parents of the friend to confirm

the plans. This must be confirmed no later than 2pm for the evening they are going out or by Thursday morning 9am before the weekend. Permission from you must also be given for your child to travel in another parents' car.

Regular off-site activities

Many of our pupils are part of sports teams, drama clubs etc which are not organised by school. In such cases we require an out of house form completed and an email from the person who will be responsible for them while taking part. All transport must be arranged by parents. If the activity is a regular weekly event, then only 1 form is required with this added in additional information. If parents/guardians are collecting and stay with them to then return to school, no confirmation email is required from the club. Please note that any driver must be over the age of 25 (for example no teammates under this age can collect).

NOTE: When taking your child out of school please check that this does not clash with any school fixtures, drama productions, boarding house re arranged activities.

Below are links to the relevant documents and forms for you to use on firefly. Please do feel free to contact me if you have any questions.

<https://warminsterschool.fireflycloud.net/boarding-information/travel>

<https://warminsterschool.fireflycloud.net/st-boniface/house-forms-1/warminster-school-out-of-house-form---st-boniface>

<https://warminsterschool.fireflycloud.net/st-boniface/house-forms-1/warminster-school-travel-form---st-boniface-1>



Safeguarding Children at Warminster School



Mrs Shanks
Designated Safeguarding Lead
Assistant Head (Wellbeing & Safeguarding)
sshanks@warminsterschool.org.uk



Mr Jones
Deputy Designated Safeguarding Lead
Deputy Head – Pastoral
hjones@warminsterschool.org.uk



Mr Titley
Deputy Designated Safeguarding Lead
Head of Prep
ptitley@warminsterschool.org.uk

*If you are worried of
have any concerns, you
can talk to any
member of staff.*

*Speak to us, we are all
here to listen and
support you.*

*Whatever your problem,
there is someone who is
happy to help, just ask.*

*There are also lots of
organisations who support
young people, most have
free helpline.*

Updated September 2022

Your Head of House

Mrs Young – Senior School Nurse & DDSL
syoung@warminsterschool.org.uk

Mrs Cambridge – King – School Nurse & DDSL
pcambridge-king@warminsterschool.org.uk

Rev. Prescott – School Chaplin
dprescott@warminsterschool.org.uk

Mrs Garner – Head of Learning Support
agarner@warminsterschool.org.uk

The School Listening Service – confidential listening service – speak to Mrs Young to make an appointment.

Mrs Booth – Independent counsellor
hbooth@warminsterschool.org.uk

Other people you can talk to:
Childline 0800 1111 – www.childline.org.uk

National Bullying Helpline – 0845 22 55 787 –
admin@nationalbullyinghelpline.co.uk

NSPCC - <https://www.nspcc.org.uk/>

UK Safer Internet Centre –
<https://www.saferinternet.org.uk/>

Support Line – www.supportline.org.uk – has a long list of other support organisations and groups.



Need support? Who to turn to....



If you are worried or stressed about something, the following telephone numbers, email addresses and web address may help you.

Please remember that you can always talk to your tutor, Head of House, House staff, or any member of staff you will comfortable talking to.

Mrs Shanks (DSL)	01985 210174/ 07710 031763	sshanks@warminsterschool.org.uk
Mr Titley (DDSL)	01985 224800	ptitley@warminsterschool.org.uk
Mr Jones (DDSL)	01985 210171	hjones@warminsterschool.org.uk
Mrs Young (School Nurse)	07850 088802	syoung@warminsterschool.org.uk

Rev David Prescott (School Chaplin) is available to speak to and his office is based in the Health and Wellbeing Hub. He can be contacted on dprescott@warminsterschool.org.uk or 01985 210129

Mrs Helen Booth (The School Counsellor)

Appointments to see Mrs Booth can be made in confidence through Mrs Shanks or you can contact her directly on: hbooth@warminsterschool.org.uk

Off The Record Listening Service is an external listening service and are in School on Fridays. You can make an appointment for the Listening Service via Mrs Young.

Other useful numbers/ websites:

The Avenue Doctors Surgery: 14-16 The Avenue, Warminster – 01985 224600

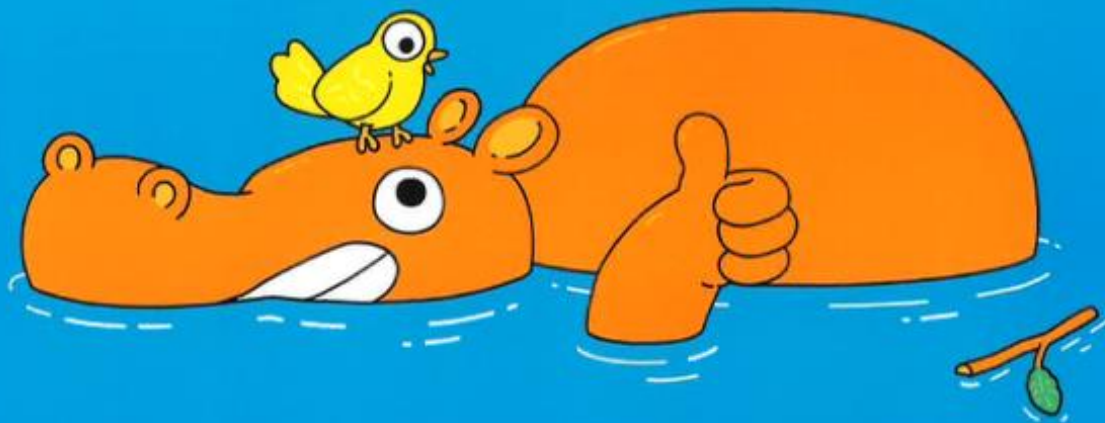
Childline	0800 1111 (calls are free)	www.childline.org.uk
Samaritans	116 123	www.samaritans.org
Citizens Advice Bureau	0345 404 0506	www.citizensadvice.org.uk
Ofsted (Office for Standards in School)	0845 640 4040	www.ofsted.gov.uk
ISI (Independent Schools Inspectorate)	0300 123 1231	www.isi.net
Al-Anon (families affected by alcohol)	020 7403 0888	www.al-anonuk.org.uk
Relate (free counselling service)	0300 003 1781	www.relatemidwiltshire.co.uk
DO (Wilts Child Protection)	01225 713945	www.wiltshire.gov.uk
Social Services	0345 456 0100	
Children's Rights Commissioner	0800 528 0731	www.childrenscommissioner.gov.uk

S. Shanks

DSL & Assistant Head (Wellbeing and Safeguarding)

September 2022

WORRIED? WE'RE HERE TO LISTEN



**Call Childline on 0800 1111
or visit childline.org.uk/kids**

Whatever it is – we're here to listen. It's free and you don't even need to tell us your name. Chat to us anytime, on the phone or online.

childline

ONLINE, ON THE PHONE, ANYTIME

Childline is a service provided by The NSPCC, a Registered Society for the Prevention of Cruelty to Children (NSPCC) 2022. Registered charity England and Wales: 113801. Scotland: SC038739 and Jersey 394. Incorporated by Guarantee (England) 103021046-1512004

St Boniface pupil voice (digital suggestion box)

