

Brymore

experience to last a lifetime

Brymore Handbook
2013



A Welcome to Brymore

We are delighted to welcome you and your son to Brymore. We encourage our boys to flourish and exceed expectations, both personally and academically and we hope your son will play a full and active part in every aspect of Brymore life. This is a unique opportunity for an exceptional education and an experience that will last a lifetime.

Boarding is at the heart of Brymore and, whether your son is a full time boarder or an 'outboarder' (our term for day boys) the reality is, he will be part of a boarding environment in which he will be welcomed - and encouraged to participate as much as possible. Brymore boys are renowned for their 'hands on' approach to life. Boys are expected to show commitment in all areas, both in and outside the classroom, because this is what builds confidence and self-esteem. Boys are encouraged to become responsible, resilient and resourceful and all outboarders join the boarding community for the time they spend on feeding duty.

This handbook is designed to provide as much information as possible about Brymore, for those who may be feeling nervous or unsure of what to expect. We aim to answer your questions, clarify our expectations and give practical advice.

Naturally, if you still have questions, you are welcome to ask us. In the meantime, we hope this guide will be of value, both now and in the future.

Mark Thomas
Head



The Staff at Brymore

Brymore is an inclusive school. We have a committed and dedicated Senior Leadership Team who work in partnership with strong, caring staff to help every boy achieve his potential.

Mark Thomas	Headteacher	MThomas4@educ.somerset.gov.uk
Mrs Victoria Davis	Deputy Head (Curriculum, Teaching and Learning)	VDavis@educ.somerset.gov.uk
Mrs Nicola Anstice	Assistant Head (Student Achievement, including SENCO)	Nanstice@educ.somerset.gov.uk
Mr Darren Oliver	Pastoral Manager	DOliver@educ.somerset.gov.uk
Mr David Allibone	D&T Teacher	DAllibone@educ.somerset.gov.uk
Mr Ian Ashton	Maths Teacher	INAshton@educ.somerset.gov.uk
Mr Anton Austin	Excellent Teacher D&T	AAustin@educ.somerset.gov.uk
Mrs Sam Austin	2 i/c Learning Support	SAustin@somerset.educ.gov.uk

Mr Jon Ball	Teaching Assistant	JBall1@educ.somerset.gov.uk
Mrs Pat Ball	Science Technician	PBall1@educ.somerset.gov.uk
Miss Helen Bradford	LRC Manager	HBradford@educ.somerset.gov.uk
Mr Steve Bryant	Farm Technician	SBryant@educ.somerset.gov.uk
Mrs Gail Chubb	Finance Manager	GChubb@educ.somerset.gov.uk
Mr Patrick Coll	Facilities Manager	PColl@educ.somerset.gov.uk
Miss Lisa Gardner	Learning Support Assistant	LGardner1@educ.somerset.gov.uk
Mrs Eva Garrod	Head of Agriculture	EMGarrod@educ.somerset.gov.uk
Mrs Helen Hill	Reception and Admissions	
Mrs Nicola Jennings	Head of ICT	NAJennings@educ.somerset.gov.uk
Mr Paul Kingston	Farm Manager	PKingston@educ.somerset.gov.uk
Mr Oliver Mahon	Groundsman	OMahon@educ.somerset.gov.uk
Miss Abigail Miller	Learning Support Assistant	
Miss Sara Nash	Garden Technician	SNash@educ.somerset.gov.uk
Ms Rowena Pickford	Art Teacher	
Mrs Helen Porter	ICT Technician	HMPorter@educ.somerset.gov.uk
Mrs Alison Richards	Teaching Assistant (Science)	ARichards@educ.somerset.gov.uk
Miss Jo Rundle	HLTA (Maths)	JRundle@educ.somerset.gov.uk
Miss Clare Scott-Ison	HLTA (English)	CScott-Ison@educ.somerset.gov.uk
Mr Roger Sherlock	D&T Technician	RWSherlock@educ.somerset.gov.uk
Mr Gary Simmons	Learning Support Assistant	GSimmons@educ.somerset.gov.uk
Mr Brian Spridgens	PE Teacher	BPSpridgens@educ.somerset.gov.uk
Miss Fiona Stanley	Garden Technician	FMStanley@educ.somerset.gov.uk
Miss Jayne Taylor-Lane	History Teacher	JTaylor8@educ.somerset.gov.uk
Ms Clare Turner	Office Manager	CTurner@educ.somerset.gov.uk
Mrs Julie Vearncombe	PA to the Head and Clerk to Governors	JVearncombe@educ.somerset.gov.uk
Mrs Debbie Walker	Finance Officer	DAWalker@educ.somerset.gov.uk
Mr Philip Ward	Learning Support Assistant	
Mrs Lorraine Warren	Marketing Manager	LWarren2@educ.somerset.gov.uk
Mr Reuben Willcocks	Head of Horticulture	RSWillcocks@educ.somerset.gov.uk
Mr Lloyd Williams	PE and Maths Teacher	LWilliams5@educ.somerset.gov.uk
Mr Luke Winter	Head of GSCE Science	LWinter@educ.somerset.gov.uk
Mrs Kate Whyte	Farm Technician	JKWhyte@educ.somerset.gov.uk

Safeguarding

Pupil concerns

As a school we take child protection and safeguarding extremely seriously and work hard to ensure that we are working with the latest legislation and that all staff are trained on this important subject. If there is any concern or worry about anyone's welfare then it is highly appropriate for parents or boys to talk about it with a designated adult; Mr Oliver is Brymore School's designated Child Protection Officer. Alternatively every member of staff has received training to deal with safeguarding and can then discuss concerns with the Child Protection Team.

A Day at Brymore

Times of the day

The School Day		Week days		Sundays	
8.55 – 9.10	Assembly	6.30am	Feeding bell	7.00am	Feeding bell
9.15 – 10.15	Lesson 1	7.15am	Rising bell	8.30am	Rising bell
10.20 – 11.20	Lesson 2	7.50am	Breakfast	8.45am	Breakfast
11.20 – 11.40	Break	8.30am	Back to boarding house / equipment check	9.30am	Activities / free time/ trips
11.40 – 12.40	Lesson 3			12.55pm	Lunch bell
12.40 – 1.35	Lunch	8.45am	Outboarders arrive	1pm	Lunch
1.35 – 2.35	Lesson 4	9.00am	Assembly	1.30pm	Activities / free time/ trips
2.40- 3.45	Lesson 5	3.45pm	End of school day / start of boarding day	4.00pm	Feed duties
Saturday		4pm- 5.25pm	Duties /activities/ free time	5.55pm	Tea bell
1.35 – 15.45	Saturday Activities	5.25pm	Tea bell	6pm	Tea
16.00	Home for those leaving	5.30pm	Tea	6.30pm	Activities / free time
		6.30 – 7.30pm	Prep	9.00pm	All returners to have signed in and bed time procedures to begin.
		7.30- 9.00pm	Supper / Activities / free time / clubs		
		9.00pm	Bedtime procedures		
		Saturday bedtime procedures differ – all year groups to be ready for bed by 9.55pm and in bed at 10pm			

Day Houses

Like many schools, Brymore runs a House system during the day, with one tutor group for each of the three houses. In Year 9, boys will be allocated to Galsworthy, Taylor or Walker house. Each Year 9 tutor group is led by the Head of House, allowing boys to form close bonds with others in their tutor group and get to know the member of staff who will be monitoring their academic progress, their behaviour in school and contacting home when appropriate. Currently, Heads of House are as follows:

Taylor – Mr Winter
 Galsworthy – Mr Ashton
 Walker – Mrs Garrod.

As tutors, they take a special interest in each boy and will be the first to contact home, should there be any concerns or successes in school. In addition, boys learn to work as part of a team, competing for their house in sporting events and school competitions.

Classroom Groups

At Brymore, we make every effort to ensure boys are grouped carefully for each subject, to maximise their potential in every area. In English, Maths and Science, boys are set according to ability. Other subjects, such as Agriculture, Technology and Horticulture also group boys carefully, with the aim to create the best possible mix for that subject. At times boys may be taught in tutor groups and again, this is to ensure they build strong relationships with their peers.

Discipline and Rewards

Brymore prides itself on a strict code of discipline that is firm but fair and which has at its core a strong emphasis on rewarding boys for every success. The school operates a system of 'consequences'. In cases where students fail to meet expectations in class, they will be issued with a warning, a second warning, which may include being moved, spoken to or asked to stay behind at the end of the lesson. In the rare cases where boys continue to misbehave in spite of this, they will be 'referred'. This means being sent to another classroom, the incident is written up and passed to the Head of House for monitoring. Heads of House keep track of the number of referrals received by each boy and parents will be contacted in each case when a referral is issued. It must be emphasised that this is a serious issue and that boys who receive three referrals in one half term will face exclusion for persistent disruption. Again, this rarely happens and in each case parents will be contacted and pupils given fair warning when they are close to their third referral.

The Reward system operates through merits, commendations and certificates. Boys collect merits in their tutor groups and again, this is monitored by Heads of House, so that boys are rewarded appropriately when they have achieved well.

Reporting System

Brymore boys are encouraged to strive for academic success and we believe it is vital that parents are kept informed of their son's academic progress at regular intervals. Each boy will receive an annual report from all subjects. In addition, interim reports are issued each half term, including levels achieved in each subject area, matched against their target grades. Boys are issued with their target grades and currently working at grades each half term and are encouraged to keep these in their planners, so that they can keep track of their progress. Boys at risk of underachieving are highlighted by this process and it is our aim to intervene early so that we can help them to stay on track.

Special Needs Information

Brymore School is committed to ensuring that boys of all abilities can achieve in all subject areas. We have a highly skilled and dedicated Learning Support Team, many of whom are attached to individual curriculum areas, who work with students in lessons. We also run several interventions tailored to develop a range of skills including: literacy, numeracy, language and communication and social skills. Parents are encouraged to talk to Mrs Anstice (SENCo) about their son's individual needs as he starts at Brymore.

Expectations of boys at Brymore

Uniform at Brymore

A high standard of personal appearance is expected of all students and body piercing and jewellery are strictly forbidden. Boys are not allowed to have dyed hair, gelled hair or extreme haircuts and haircuts must not be below a Grade 3 cut. All uniform (clothing and footwear) must be named. It is expected that all workshop overalls, games clothes, rugby shirts, rugby shorts and towels will be named with extra-large name tapes (black on white). There is a useful diagram on the next page to help.

Essential school uniform/clothing/equipment

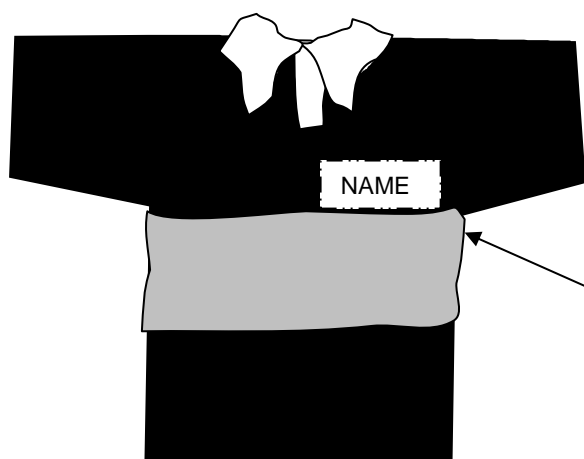
- 1 Black blazer with Brymore badge
- 1 Brymore rain jacket
- 5 grey shirts (white shirts for Year 11)
- 2 black Brymore sweatshirts with logo
- 6 pairs of grey or black socks
- 2 pairs of black trousers
- 1 school tie (specific to Day House)
- 1 pair of black shoes (not boots) – that can be polished
- 8 pairs of boxers/pants
- 3 vests or plain white t-shirts
- 2 pairs of overalls or boiler suits (1 for farm and 1 for workshops)
- 1 canvas laundry bag
- Waterproof coat, trousers, hat, gloves and old clothes for the farm
- 1 pair of safety wellington boots (name painted on outside)
- 1 pair of safety boots (named)
- 1 pair swimming trunks
- Black belt for school trousers

PE Uniform

- 1 pair of gym shoes or trainers
- Drawstring PE bag – boarders
- 1 lockable, heavy duty bag for outboarders to leave PE uniform and farm overalls in changing rooms.
- 2 pairs PE shorts
- 2 school fitness t-shirts
- 2 pairs of rugby shorts
- 2 reversible rugby jerseys
- 1 pair of rugby boots
- 2 pairs of black and white football socks
- Track suit and jogging bottoms
- 1 white cricket shirt and 1 pair white cricket trousers (summer term)
- Any other old games kit for practice sessions

Brymore boys are frequently described as exemplary advocates for the school. Outside the school, whether in Cannington or on a trip, any boy who wears our uniform is expected to do so with pride. Boys should be smart and well mannered and remember that they carry the school's reputation with them at all times.

Where to attach large name labels.



Please attach name tag here, above the band on the rugby shirt.
Also attach another on the inside of the shirt in a similar position so that the shirt can be worn 'inside out'.



Please attach name tag here, above the logo on the T-shirt



On the overalls please attach the name tag above the breast pocket.

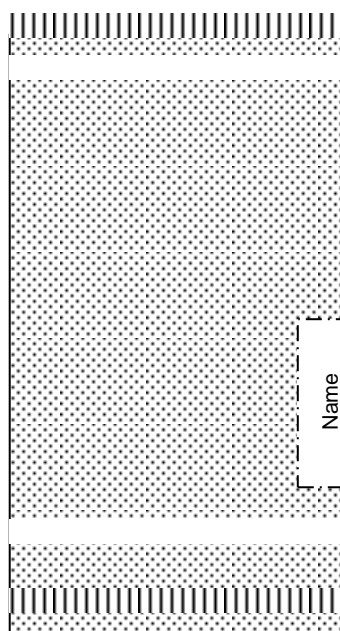
Rugby boots, work boots and wellington boots – name to be painted on the outside



Drawstring PE bag.



Label towels along the edge



Farm and Garden Duties

One of the things that makes Brymore unique is the chance to work in real life situations, with equipment and animals which ensures that the boys can truly develop the three Rs of responsibility, resourcefulness and resilience. As part of this it is vital that all boys carry out the Farm and Garden duties required of them and this applies to both outboarders and boarders.

All duties are a higher priority than every other activity and it is important to remember that these are real working situations where the production of a profit is essential. Boys know they must take this distinctive opportunity seriously and work safely at all times.



For both Garden and Farm duties it is important to adhere to these expectations to ensure the job is well done.

What is expected? A good attitude, hard work, care for others, tools, plants and animals, finishing the job and working as part of a team is a must, it is important to wash all tools and return to the tool shed.

What is worn? No school uniform, only overalls and steel toe capped boots, wet weather clothing and warm clothes for winter and no torn or baggy clothes which could get caught in machinery.

Rules: It is important for boys to be on time and to listen carefully and follow instructions. There is to be no eating, throwing or causing any damage to property, plants or animals and breakages must be reported.

Peer assessment: Older students hold roles of Heads of Department (HoD) and it is their job to assess and grade boys working with them, alongside the teaching staff.

Registration: It is vital for boys to line up quietly outside the changing rooms and wait for a member of staff. Boys should not leave practical lessons without asking the member of staff.

Who helps? HoDs (responsible Year 11s) are chosen to help Year 9 pupils with the tasks.

Garden Duties

When? 4 – 5pm on either Monday Tuesday, Wednesday or Thursday.

How long? Right the way through Year 9.

Who is in charge? Mrs Stanley (Head Technician in Horticulture)

What is done? A variety of jobs essential to the running of the department and all of which is a foundation for your BTEC course.

What time? 4pm prompt

Farm Duties - stockyard

Who is in charge? Members of staff: Mr Kingston (Farm Manager), Mr Bryant and Mrs Whyte.

When? After school one night per week.

How long? For half a term in Year 9

What is done? Important jobs to keep the farm clean and tidy and help the feeders.

What time? 4pm prompt. Finish in time for tea.

Farm Duties - feeding

When? 7 or 10 days over a weekend, it is important to note that the boys must stay as boarders throughout the whole time and that outboarders will board during this period.

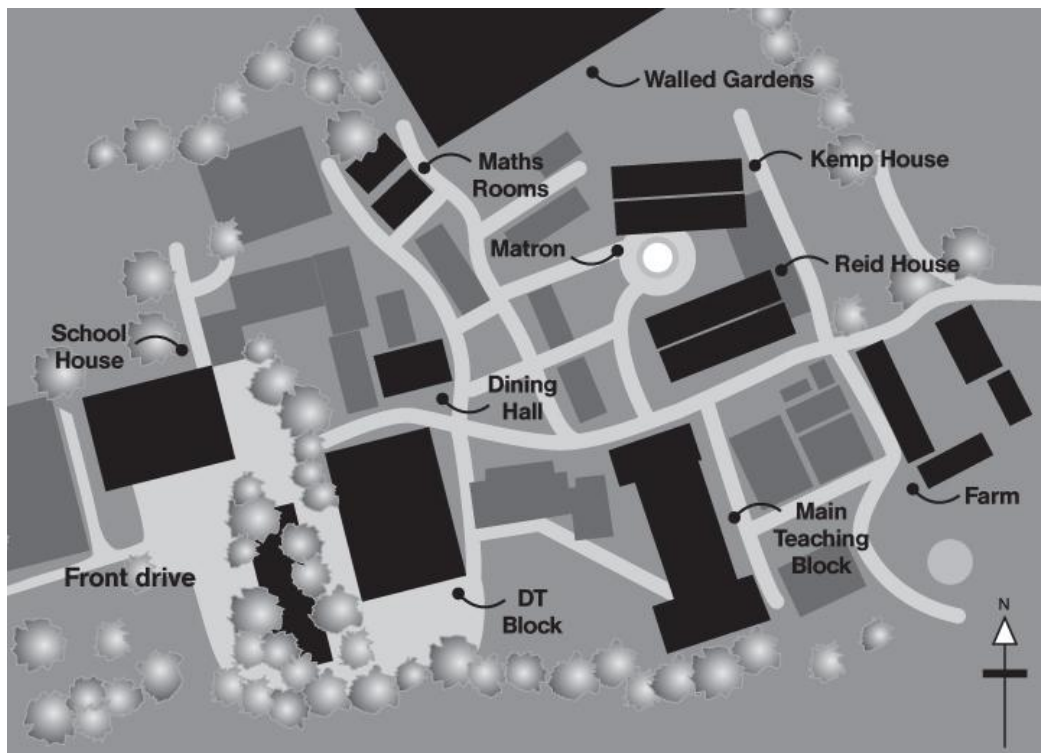
How often? During Year 9 and 10 there will be seven whole duties.

Can parents visit? Yes, parents are welcome to visit over the weekend but boys may not leave as it is important to be on site the whole time in case of a farm emergency (this includes outboarders)

What is done? Feeding stock and looking after all their needs before and after school every day and on Sunday.

What if the weekend clashes with a special celebration at home? It would be important to discuss with Mrs Garrod and arrange a weekly swap. Day swaps are not optional.

Map of Brymore



Boarding at Brymore

A Warm Welcome from the Director of Boarding

Boarding at Brymore is firmly based on the core principles of family living. We strive for an open, inclusive and purposeful atmosphere in which pupils are encouraged to fulfill their academic and personal potential; where individual needs are addressed and achievements within all areas of the school are celebrated.

We are fortunate enough to have a broad mixture of backgrounds among the boarding community; we pride ourselves on drawing on the best of this rich variety and creating an environment that values individuals but offers an experience that is all the better for its sense of collaboration.

As a school, Brymore sets out high expectations of its pupils and carefully ensures that the structures are in place to allow pupils to meet these expectations. It is a model that has been proven to work, and one which boarders will find puts them in a great position for when they leave school.

As a former Brymore pupil myself, I am able to speak with confidence and certainty of the positive impact it is able to deliver to each and every pupil. I and hundreds of former pupils owe a debt of gratitude to Brymore and the dedicated staff that work here, who continuously strive to make each individual's experience as unique and positive as possible. I can honestly say that Brymore is unlike any other school that I have attended as a pupil, or have worked in as a teacher throughout my profession, it is truly one of a kind. Boarding has played an important part in the history of Brymore School. Many of our greatest alumni were indeed boarders themselves. For those of us who have lived and worked in the boarding environment, whether currently or in the past, boarding at Brymore has a special atmosphere and character that embraces the qualities of the individuals who pass through our houses.

I and all the dedicated pastoral team here at Brymore extend a warm welcome to all boarders and their parents and guardians. We look forward to meeting you in due course and welcoming you to the Brymore family.

Mr Robert Watts
Director of Boarding



Statement of Principles and Practice

“To ensure that the students of Brymore achieve by providing an outstanding learning experience, insisting upon high expectations, effective partnerships and creating a safe and supporting environment”

Our aims for the boarding community

We believe that boys should be exposed to a breadth of education that only a boarding environment can provide, with the values, self-confidence and personality gained in a caring family atmosphere. The pastoral team endeavour to create a nurturing and supportive environment that allows pupils to grow and develop emotionally, physically, morally, socially and educationally.

Objectives of boarding

- To create an environment that supports learning, developing and achievement for all regardless of background or ability
- To develop the whole person, and instill a desire for truth and a respect for others in a caring and happy atmosphere.
- To provide high quality accommodation that is comfortable and homely for each pupil
- To develop a sense of self-responsibility and community spirit
- To help prevent all aspects of bullying and educate pupils on its impact
- To develop self-esteem, self-discipline and positive relationships based on respect
- To encourage qualities of leadership and team work
- To encourage each boarder to appreciate his corporate responsibility to the welfare of the house as a whole
- To ensure a fair and consistent approach is achieved for all pupils
- To provide an outstanding wide range of activities that caters for all pupils interests and personal development
- To work closely and effectively with parents and other agencies in ensuring the best boarding practice is achieved
- To support the individual in a comforting and supportive environment

Safeguarding of boarders

We operate a number of policies regarding the school's careful safeguarding of all the children in the school, both day and boarding. We take security very seriously.

Direct access to the Boarding Houses is reserved for pupils and staff only, and electronic key fob systems operate on all external doors.

We therefore ask that parents, guardians or adult friends of the family, do not enter the Boarding Houses without first speaking with the member of staff on duty. Even though many parents and guardians are 'familiar faces' to staff and some pupils, they may still be unknown to others, and if all adults enter the Houses only via staff contact, then we will ensure full security and avoid the entry into any rooms or bedrooms that may be inappropriate.

Bedtime procedures in all houses - these must be followed

Time	Action
9.00pm	Register the boarding house Year 9 to be getting ready for bed
9.15pm	Year 9 in dormitories with night lights on Year 10 getting ready for bed
9.30pm	Year 9 lights out completely – register year 9 Year 10 in dormitories with night lights on Year 11 getting ready for bed
9.45pm	Year 10 lights out completely – register year 10 Year 11 in dormitories with night lights on
10.00pm	Year 11 light out completely– register year 11

However daunting they may at first appear, most of the systems will become very familiar to boarders surprisingly quickly. There will be urgent issues at the beginning such as uniform, timetable, layout of the School and the daily routine, which will be covered in induction sessions in the first few days. Each new boy will also be given a mentor to whom he can go with any queries in the first few weeks.

The structure of boarding at Brymore School

Brymore School has three boarding houses, all based on the school site, which have all been recently updated and refurbished.

- **Reid House**
- **Kemp House**
- **School House**

Within each house there is a combination of Years 9, 10, 11 and in the case of Kemp house which accommodates the Year 12's in a cluster. Year groups are not mixed in dormitory; pupils are grouped within year clusters throughout each of the houses and with no more than 50 in each house it makes for a comfortable and caring atmosphere.

Outboarders in Boarding Houses

Outboarders are allocated to a boarding house, so that they each have a common room which they can use at lunchtimes and know that there is a place where they belong on evenings when they stay at school for activities, prep or farm duties. This is also where they go to sign out at the end of each day. **ALL OUTBOARDERS MUST SIGN OUT IN THEIR BOARDING HOUSES AT THE END OF THE DAY.**

As an outboarder, we believe it is vital that boys feel fully included in Brymore life. To this end, Houseparents and boarders welcome them into the boarding house. In return, we encourage outboarders to take full advantage of evening activities on offer, so that they can get the fullest experience during their time with us. As ever, you get out what you put in and the happiest boys are always the ones who make the fullest commitment to their life at Brymore.

Outboards should bring a strong, lockable bag to store their PE uniform and farm overalls in the changing rooms, in addition they can store their DT overalls in the mezzanine and their wellington boots will stay in the boot store when not being worn.

Houseparent

Each house has two 'Houseparents' who live within the house, in their own separate flats. The role of the Houseparent is to be responsible for the care, welfare and behaviour of the boarders within their house and to ensure this overall care is continued throughout the school by liaising with other staff members. All of our Houseparents have extensive experience within their role and at all times their primary concern is the wellbeing of the boarders. The Houseparents report to the Director of Boarding who is ultimately responsible for the pastoral care within our boarding provision. We also have three Gap Tutors; Dylan Pannam, Gregory Peatfield and Michael Truebody who support the boys and Houseparents.

Duty Master

On a daily basis there will always be a team of staff, made up of the teaching and support staff, who are on 'duty'. Their role is to support the houseparent's and Director of Boarding before and after school and at weekends with activities, prep and other undertakings. In addition to this a member of the Senior Leadership Team is on site, day and night, to support all of the staff and students.

Matron

The Matron is there as the students' first point of contact in a wide range of important areas, which directly affect their welfare. Pupils consult their Matron when feeling unwell and she treats any minor illnesses and injuries, or administers repeat prescriptions as required. In turn she will refer pupils to the local Medical Centre where necessary. Pupils will be able to refer to Matron over any concerns over laundry, bedding, uniform or cleaning of rooms. Above all the Matron plays an essential role in the pastoral life of the House and keeps a close eye on the emotional as well as the physical well-being of the pupils' liaising regularly with houseparent's and the Director of Boarding over any concerns which may arise. We have a team of four Matrons and there is always at least one available from 7.45am until 10pm every day. We also have a dedicated team of cleaners and laundry assistants that will, no doubt, become very familiar to everyone after a while.

Boarding House Staff Information

Mr Robert Watts	Director of Boarding	Rwatts1@educ.somerset.gov.uk
Mr Brian Spridgens	Senior Housemaster	BPSpridgens@educ.somerset.gov.uk
Mr Duncan Bagshaw	Houseparent of Reid House	DBagshaw@educ.somerset.gov.uk
Mr Justin Fewtrell	Houseparent of Kemp House	JFewtrell@educ.somerset.gov.uk
Mr Patrick Coll	Cover for School House	PColl@educ.somerset.gov.uk
Miss Lisa Gardner	Houseparent of School House	LGardner1@educ.somerset.gov.uk
Mrs Alison Roberts	Senior Matron	AJRoberts@educ.somerset.gov.uk
Mrs Kathy Tweedale	Matron	KTweedale@educ.somerset.gov.uk
Mrs Lorna Walker	Matron	LWalker@educ.somerset.gov.uk
Mrs Beris White	Matron	BEWhite2@educ.somerset.gov.uk

Contact Information for Boarding Houses

Houseparents can be contacted through their boarding house offices between 3.45pm and 9pm.

Kemp House 01278 655564 / 07733 937409 / 07850 029271

Reid House 01278 655563 / 07765 551324 / 07554 218832

School House 01278 655568 / 07767 869828 / 07767 739597

Matrons Office 01278 655585

School Reception 01278 652369

For general boarding communication you can also email: boarding@brymore.somerset.sch.uk

The Fabric of the House

Accommodation

Great effort is taken to ensure the room allocation is fair, to provide the best environment for all concerned. If there are concerns they should be expressed to the Houseparents.

Each boy is allocated an area in his room that includes:

- A bed
- A bedside light
- A desk
- Combination safe
- Storage space for books and clothes
- Personal belongings etc.
- Lockable cupboard/drawer

Boarders should change for games in their designated changing rooms. Rugby boots and other dirty sports/farm/garden clothes must not be worn inside the House.

Communal Areas and Facilities

The Boarding Houses have the following facilities:

- A kitchen that is equipped with hobs, microwave, fridge, toaster, kettle and sink.
- There is a selection of miscellaneous cooking equipment available for use, as long as it is cleaned and returned to the correct stowage after use.

Boys are encouraged to tidy up and wash up their own dirty dishes. Social rooms have a variety of leisure activities available such as TVs and DVDs, board games, comfortable sofas / seating, table tennis and pool tables. Newspapers and magazine are provided daily through the ILC.

Clothes and Laundry

Boarders do not require huge amounts of clothing in addition to their uniform.

Boys are recommended to have the following plus the uniform listed previously.

- 10 pairs of socks and underpants
- Enough own clothes to wear in the evenings and at weekends if necessary (but please not so much that it cannot be stored)
- 2 pairs of pyjamas
- A dressing gown and slippers
- 3 bath towels and personal toiletries
- Swimming trunks and goggles

All clothes should be named and the Matron informed of any clothes that are new or unnamed. Matron undertakes the organisation of the boarder's laundry and this is done on a regular basis.

Cleaning

We have a hardworking and committed team of staff who clean the House daily during the week. Beds are to be made, areas are to be tidied and floors are to be kept clear every day so that cleaning can take place. We ask that boys do not leave possessions lying around in the common areas 'to be picked up later' and utilise the litter bins and keeping the kitchens clean and tidy, washing up dishes and clearing up is an essential part of boarding life.

Health

Matron is responsible for the health of the boarders. If your son is ill during term time, Matron or another member of staff will contact you by telephone, particularly if your son has had to go to sick bay. You will always be informed of an accident involving your son, or any visit(s) he makes to health professionals, including the treatment prescribed and administered.

Parents are asked to fill out a medical form before their son's arrival at the school and to keep the school abreast of any developments with their health. The Matron/First-Aider on duty administers and records any medicines or treatments that may be prescribed by a doctor or other medical professional such as a physiotherapist or counsellor. Parents must sign a consent form indicating that they give their permission for the School to administer non-prescription medicines such as simple linctus or paracetamol. An up-to-date summary of the parents' consent or otherwise is listed in individual medical files; this will be referred to before any treatment is given. Unless a parent is able to accompany a boy to a doctor's appointment, or a visit to Accident and Emergency, the Matron will accompany the boy and acts on their behalf. The boys are all minors, and therefore are never left on their own. Some boys may be able to manage their own skin creams and asthma inhalers (with parental permission) but Matron checks that these treatments are regularly and correctly carried out.

Risk Assessments, Qualified Supervision and Health and Safety

The member of staff in charge of an activity will conduct a risk assessment before any outing or off-site activity. As part of this assessment they will ensure that the supervisors of the activity are appropriately qualified and licensed and that the appropriate safety procedures are adhered to at all times. Should boys wish to bring in electrical equipment (such as laptops) then these will have an electrical PAT test during the first week by our Health and Safety supervisor.

Code of conduct for boarding

Here is an outline of the expectations that the school has for behaviour from each pupil.

- **Consideration for others**
Consider the interests of those around them. Noise during prep is forbidden. Personal property should never be interfered with without the owner's permission. Each student should have their own private space – this includes desk space and tuck boxes.
- **Illegal substances**
The possession of illegal and banned substances is forbidden at Brymore. This includes alcohol, tobacco, cannabis and related equipment to using cannabis.
- **Rooms**
It is also not permitted to have fizzy drinks at Brymore and tuck in any boarding room.
- **Personal property**
It is the students' responsibility to ensure that money and other valuable items are not left unattended and deposited in the safety deposit box or with the House parents for safe keeping. Students should not borrow or lend money.
- **Offensive weapons**
It is not permissible to bring offensive weapons of any sort into the school, including firearms, ammunition, fireworks and all forms of knives.

Exeats

Exeats are agreed leaves of absence. There are three types of Exeats:

- Cannington Exeats - agreed visits to Cannington (between 4pm – 5pm) by the school. Five students from each boarding house are permitted to sign out and in with the house parent.
- School Day Exeats – to be agreed by a member of the Senior Leadership Team.
- Weekend Exeats - notification of a student's absence over the weekend after school has finished at 4pm on Saturday. Students can return on Sunday before 9pm and Monday after 8.30am, but before 8.45am.

On drop off and pick up days, in order to ease the flow of traffic, we respectfully request that you utilise the one way system that is coming in through the main drive and exiting down the back drive.

Boarding Fees

Boarding fees are for each academic year and for the most up to date information on this please contact the school. An invoice for the full amount will be sent during the summer term with a form to complete regarding the payment options, which are:

- A 'one off' payment for the full amount
- Ten monthly payments by standing order
- Three equal payments which are payable on September 1st, January 1st and April 1st.

Payment can be made by cheque, BACS or online through Parentpay, please contact Mrs Walker for further information and account details.

As a school, we are reliant on prompt payment, therefore if there is a non-payment by the end of the first week of term parents will be asked to make payment immediately or collect their son.

Should you find yourself having difficulties with regards to fees at any time then please consult Mrs Bindon, Business Manager, who can discuss this with you.

Outboarders will need to pay to board when on their duty rota; this is a weekly payment and should be made by cheque or cash to the school.

Money Issues

Boarders have two 'accounts' within their banking system – an activity account and a pocket money account to allow them some financial freedom within a safe system. Parents can top up one, or both accounts, by posting in a cheque (stating the name of the boarder and what the amounts are for) or by contacting the Finance Officer at the school during the week between 8.30am – 4.30pm. The boarders balances can also be checked with the Finance Officer and members of staff need to authorise some transactions. The 'bank' is open for the boys during the week at break times and directly after school.

- Pocket Money Account – This allows boys to withdraw small sums of money from the 'bank' in the Finance Office.
- Activity Account – This allows boys to attend evening and weekend activities (some of which are charged for such as cinema trips, paintballing and fishing).

Communication

Undoubtedly, good communication is the key to a positive and effective working relationship between a pupil, the school and parents/carers. This is particularly the case for boarders whose parents are set at a distance from the daily workings of the school and who rely on this triangular communication. From the School's perspective the chances of a pupil being able to make a really positive contribution to the School is vastly enhanced by maintaining fluent and co-operative communication with him and his parents. All boarders have a choice of ways to keep in contact with their parents:

- E-mail
- Social Media (Facebook, Twitter)
- Mobile phones are permitted at all times except during lesson time, prep or after lights out.
- Payphones within in boarding house.

Prep

Prep is simply our version of homework that is done at a set time within the school classrooms. All pupils are required to complete a minimum of 1 hours prep during the evening (6.30pm – 7.30pm) to complete work set by their class teachers during the week. Prep is monitored by Houseparents and the duty team, allowing support to individuals if required. Pupils are encouraged to work independently but are equally encouraged to ask for assistance when unsure about a particular subject or topic. Pupils are free to continue with their prep if more time is required with the continued support of the duty team.



Nutrition

As a boarder all meals are included in the cost of the boarding provision both during the week and at weekends. We believe that hardworking boys need enough food to sustain them through the day so our dedicated kitchen staff are always on hand with a full menu and a caring attitude. We are determined to provide meals and snacks that are nutritionally balanced along with being fulfilling and try to work closely with the boarders to ensure that their views are listened to and accommodated, where possible.



Alongside the catering provision of meals all boarding houses contain basics such as tea, coffee, milk and bread and there is also the addition of a tuck shop in each house. Boys are all welcome to bring in their own tuck to school; however this must be stored in the refectory in a lockable container.

An example of one of our menus is shown below; please note menus are changed weekly to encourage diversity.

	Breakfast	Lunch	Tea
Monday	Cereal Toast and preserves Bacon, tomato and beans Orange, water, tea and coffee	a. Ham and egg pie, mash & veg b. Faggots, mash and veg c. Jacket potatoes, tuna mayo salad bar Apple crumble	1. Ham baguette with wedges and salad 2. Turkey balls, creamy tomato sauce and spaghetti Doughnuts
Tuesday	Porridge Toast and preserves Sausage, hash brown, baked beans Orange, water, tea and coffee	a. Beef and mushroom stew, dumplings ,new potatoes and veg b. Homemade quiche, new potatoes and salad bar c. Treacle tart and custard	1. Macaroni cheese/bacon and beans 2. Chilli con carne Yogurt crunch
Wednesday	Cereal Toast and preserves Poached egg, plum tomato and baked beans Orange, water, tea and coffee	a. Roast chicken, stuffing, roast potatoes, seasonal veg. b. Broccoli bake, roast potatoes and veg. c. Pilchard salad, new potatoes Yogurt crunch	1. Spicy sausage pasta bake and beans 2. Cheese & bacon puffs, wedges and hoops Shortbread
Thursday	Porridge, Toast and preserves Herby sauté potatoes, baked beans Orange, water, tea and coffee Tea and Coffee	a. Beef Madras, rice and naan b. Sweet and sour chicken, noodles c. Jacket potatoes, cold meat and salad bar Shortbread	1. Ham and cheese omelettes with saute and beans 2. Fish cakes, saute and beans Flapjack
Friday	Cereal Toast and preserves Sausage, egg, hash brown Orange, water, tea and coffee	a. Battered cod and chips, beans or peas b. Jacket potatoes, quiche, salad bar c. Lemon drizzle cake	1. Chicken drumsticks in a barbecue sauce with croquette potatoes and hoops 2. jumbo sausage, croquette potatoes and hoops Angel Whip
Saturday	Porridge Toast and preserves Bacon, sausage, scrambled egg Orange, water, tea and coffee	a. Spaghetti bolognese and garlic bread b. Jacket potatoes, cheese/beans and salad bar Chocolate sponge, chocolate sauce	1. Homemade beef burgers with chips/salad or beans Cakes and beverages
Sunday	Cereal, fruit salad Toast and preserves Bacon, sausage, egg, tomato, mushrooms Orange, water, tea and coffee	Roast beef, Yorkshire puddings, roast potatoes, & seasonal veg Trifle	Selection of pizza with wedges

Activities

Extra-curricular activities are an essential part of what make Brymore unique and it is through these activities that boys learn self-confidence and self-esteem. We work extremely hard to ensure that there are numerous and varied activities available to all of the boys, whether outboarders or boarders. A large variety of pursuits are put on throughout the evenings and weekends at various times in the academic year to ensure the best experience of Brymore is open to all. Examples of the options open to them are listed:

- Fishing
- Go karting
- Cinema
- Blacksmithing
- Vehicle maintenance
- Dry slope skiing
- Athletics
- Cricket
- Rugby
- Drums
- Guitar
- Piano
- Young Farmers Club
- Chads run
- Woodwork
- Hockey
- Day trips



Help and counselling

We all have times when we need to talk to someone about issues in our lives that worry us. Some like to share them with friends or family. Others might have a prefect, tutor or member of staff whom they trust. Any of these people will be sympathetic and supportive and may be able to offer practical advice, or just put problems into perspective. It is important that boys do not suffer in silence and often there are people out there who can help and there are also many other people who feel similarly either now or in the past so it is important that we offer support to boys feeling this way.

We also have the services of a qualified and trained counsellor who visits the school on a twice weekly basis and she can offer advice and support in a confidential and relaxed environment within the school grounds.

The fire alarm is always tested on Tuesday at 10 am

During the school day (9am-3.45pm)	After the school day (3.45pm – 9.15am)
<p>If a continuous bell rings, the staff with their students should make their way to the necessary fire point on the grass area outside of the main school</p> <p>Students must walk in silence</p> <p>They must line up in their tutor groups, where a member of staff will register them.</p> <p>The office will have the exeat boards to check for absentees</p> <p>Whilst this is happening the designated person will check to see where the fire is (if at all) and be responsible for calling the fire brigade.</p> <p>The all clear will be given and students will be directed back to class in silence.</p>	<p>If a continuous bell rings, the staff with their students should make their way to the necessary fire point on the grass area outside of the main school</p> <p>Students must walk in silence</p> <p>They must line up in their dormitory groups, where a member of staff will register them.</p> <p>The house parents will have the exeat boards to check for absentees</p> <p>Whilst this is happening the designated person will check to see where the fire is (if at all) and be responsible for calling the fire brigade.</p> <p>The all clear will be given and students will be directed back to boarding houses in silence.</p>



To conclude

Starting at a new school can be a nervous time for parents as well as pupils. As we tell the boys, it is very important that, if you are unsure about anything at all, you should ask somebody. We will always be happy to answer any queries that any parent, carer or boys has and for boarders their Houseparents are often the first port of call for this. Alternatively, more important issues should be referred to a member of the Senior Leadership Team or boarding issues would be better referred to the Director of Boarding. Life as a Brymore boy offers a great opportunity for personal and academic growth and maturity and allows young people a chance to discover the best in other people and enables independence. It is very much our hope that your son's time at Brymore will be as enjoyable for you as it will be for him.