



**ST EDMUND'S  
SCHOOL**  
CANTERBURY

# BOARDING



# HANDBOOK

WELCOME TO ST EDMUND'S SCHOOL

[STEDMUNDS.ORG.UK](http://STEDMUNDS.ORG.UK)

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For the Senior School Handbook [click here](#) this outlines all information for pupils and parents

For the Junior School Handbook [click here](#) this outlines all information for pupils and parents



# WELCOME

I am delighted to welcome you to boarding at St Edmund's! I live in the main school building with my wife, three children and our cat Tom. Between us, we will ensure that your boarding experience is as good as we can possibly make it.

Boarding life is great fun and a real opportunity to become part of a wider community with people from all around the world. I am confident that you will quickly settle into school life, become an integral part of the boarding family, and develop life-long friendships. You will quickly discover that there are responsibilities but also opportunities for leadership and teamwork.

I am aware though that all of this takes time. I understand that you might well be feeling nervous about leaving home and moving into school. However, let me reassure you that we will always be close by if you need a chat. Always feel that you can knock on the door of our flat or indeed the door of any of the other supportive, friendly, and generally brilliant resident staff team in Boarding. There will always be someone, day, or night, who will listen if you are upset or need some advice. Similarly, we love to hear about your successes, and to share in your life more widely.

You will find that there is so much to do and plenty of opportunities to have fun, from the bigger trips to places like rollercoaster theme parks and the sights of central London, smaller trips to local cinemas and theatres, to in-house events like the Christmas Ball, I am confident that you will have a brilliant experience and have lifelong memories of your time here.

We all look forward to seeing you soon.

**James Clapp**  
**Director of Boarding**



# The Aims of St Edmund's Boarding



We aim to create a safe, enjoyable and happy boarding environment by:

- ensuring that the health, safety and wellbeing of our children are of paramount importance to all the adults who work in the boarding house and the school. This is, of course, regardless of age, gender, race, culture or disability
- providing a stimulating, secure and supportive environment in which each child can flourish, develop and fulfill his/her potential, socially as young people and in their school lives
- staffing the house with resident and visiting adults who genuinely care about the children, who celebrate their successes with them and support them when they feel down
- building a culture in which bullying is recognised to be unacceptable and dealt with swiftly and decisively when it occurs
- promoting an open and trusting ethos, ensuring each child's right to privacy, dignity, independence and individuality
- encouraging high standards of politeness and an awareness of others





# Boarding Areas and Houses

Our boarding accommodation spans four distinct areas, ensuring that boys and girls are housed in comfortable and age-appropriate settings. Initial rooming arrangements are made by the Director of Boarding and once term has begun and boarders have settled, those arrangements are reviewed as necessary.

The four areas are:

## Owen House

This is the largest boys' house, home to boarders from Lower Fifth to Upper Sixth. The main boys' common room is situated in Owen, as is the Owen Flat where Mr and Mrs Clapp live with their young children

## School House

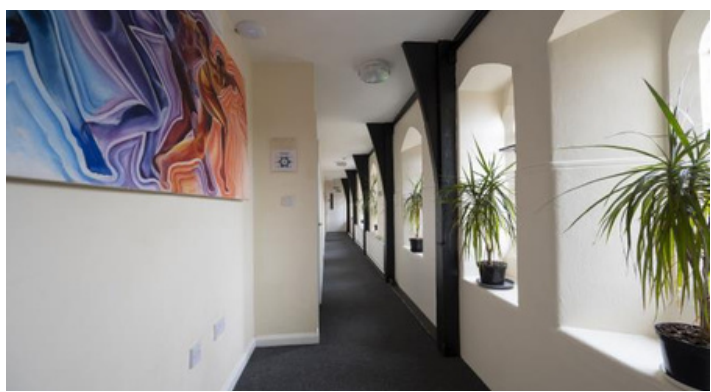
Our younger boys and girls are separately accommodated within a separate wing of the main building. Mr Potts is the resident Houseparent and takes care of the boarders.

## New Wing

Older girls live in New Wing, cared for by the Resident Housemistress under the guidance of Ms Harding. The main girls' common room is also located here.

## Baker Wing

This is a senior boarders' wing consisting of Lower and Upper Sixth boarders under the care of a separate Resident Tutor.



# Communications

Postal address:  
St Edmund's School  
St Thomas Hill  
Canterbury  
Kent CT2 8HU

Boarders can use the school computers for email communications.

## Useful Contacts

<b>Director of Boarding</b>	Mr James Clapp	Boarding@stedmunds.org.uk
<b>School House (Yrs 7 &amp; 8)</b>	Mr Elliot Potts	emrp@stedmunds.org.uk
<b>School Office</b>	Mrs Shilpa Pithia	schooloffice@stedmunds.org.uk
<b>Matron</b>	Mrs Carol French	cfr@stedmunds.org.uk
<b>Deputy Head of Boys Boarding</b>	Mr Simon Buckingham	sb@stedmunds.org.uk
<b>Deputy Head of Girls Boarding</b>	Ms Lucy Harding	lucyharding@stedmunds.org.uk
<b>Deputy Head of School</b>	Mrs Catherine Shearer	cjs@stedmunds.org.uk
<b>Junior School Office (day)</b>	Ms Yvonne King	juniorschool@stedmunds.org.uk
<b>Chaplain</b>	Rev. Joy Atkins	chaplain@stedmunds.org.uk
<b>Medical Centre</b>	Mrs Alison Hyde	medicalcentre@stedmunds.org.uk

## Making a phone call

Boarders are allowed mobile phones. Years 7 and 8 have access to these from the time they return from school in the afternoon until 19:45 (Year 7) and 20:45 (Year 8).

Older boarders are trusted to use their mobile phones appropriately but pupils who misuse mobile phones (e.g. by importing unsuitable images, sending unpleasant messages, using late at night etc.) may have phones confiscated.

There are school telephones available for boarders to use at the discretion of boarding staff.



# Typical Weekday Boarding Routine



**Wake up time:** from 07:00 all pupils are woken by duty staff.

**Breakfast:** from 07:20 cereals, toast, tea, hot chocolate and a cooked breakfast in the Dining Hall.

**Preparing for School:** after breakfast individual areas in dormitories are left neat and tidy. Bags are packed with everything needed for the day. Boarders leave boarding by 08:10.

**During the day:** younger boarders up to and including Year 8 are generally not allowed upstairs to the dormitories without prior permission. Older pupils are allowed to go to their rooms at break, lunchtime and during study periods.

**Lessons finish, clubs and free time begins:** after school boarders can choose to attend one of the numerous clubs, usually lasting until 17:30. All boarders are encouraged to attend at least two clubs or activities a week. House staff and teachers at school will be pleased to tell boarders more about clubs and activities. This is also a good time for instrumental music practice.

**Dinner:** from 17:30 all boarders go to the Dining Hall together with residential staff (years 7, 8 and 9 have priority).

**School House Prep:** from 18:00 homework is supervised by duty staff – they help individuals as well as maintain a quiet and industrious atmosphere.

**Senior School Prep:** from 19:00 homework is supervised by duty staff in the Library. Responsible pupils may study in their rooms with the permission of the Director of Boarding.

**Activities and free time:** as Prep time finishes there is a certain amount of free time before the bedtime routines take over. This is a good time for practising instruments, relaxing in the common room, or playing outside; ball games, skateboards, rollerblades, the use of the school gymnasium and so on. In the summer boarders can go swimming or play under supervision in the school grounds.

**Snacks:** from 19:30, younger boarders who are still hungry can have a snack before going to bed; perhaps toast and jam and hot chocolate. Older boarders from Lower Fifth upwards register in the Dining Hall for Milk, Hot Chocolate, Biscuits and other snacks at 20:45 before preparing for bed.

## Getting ready for Bed:

- From 20:15 Years 7 begin to prepare for bed. This involves showering, changing into pyjamas, hanging up uniform and tidying personal dormitory space, with 'lights out' at 21:00.
- From 20:30 Years 8 begin to prepare for bed. This involves showering, changing into pyjamas, hanging up uniform and tidying personal dormitory space, with 'lights out' at 21:15.
- Older boarders in the senior school begin bedtime routines from 21:30 with everyone in their rooms by 22:00.

# At the Weekend



## **Saturday Mornings**

We offer an exciting and diverse Saturday morning programme which is popular with all boarders and is attended voluntarily by day pupils. A wide range of enjoyable activities are offered with options changing each half term. Recent options available for younger boarders have included International Cuisine, Mathematics in Practice, Geology, Short Stories and Poetry, Learn to be a Screenwriter, Photoshop Design Project, Open Sport (featuring a range of sports options), Open Music, Open Art, and Research and Personal Study.

Younger boarders additionally enjoy a varied programme of Saturday morning activities either at school or off-site. Recent activities, for instance, have included a K'Nex technology challenge, a trip to a leisure pool, a cinema outing, mountain biking, tobogganing on a dry ski slope, visits to an art gallery and to a farm, and fun on the beach.

## **Saturday evenings**

This is a good time to unwind within our community. Film nights are regular opportunities to socialise and during the winter and spring indoor sports are organised in our Sports Hall. During the summer, barbeques and picnics are enjoyed alongside informal games of football, Frisbee, tennis and cricket.

## **Sunday activities**

Sunday afternoons provide opportunities for cultural enrichment, community bonding and, above all, fun. The activities are optional but carefully chosen and timed to ensure that they are attractive to all. Striking a balance between local, even home-grown, entertainments and journeys further afield, Sunday activities complement the ebb and flow of academic demands across the year.

## **Accommodation**

All boarders are encouraged to bring their own duvet covers and pillow cases, which can be any colour or design. This makes it feel more like home. We also encourage boarders to decorate the area around their beds with posters, photos or anything personal to make the spaces feel more individual.

Younger boys and girls are allocated to dormitories according to age and gender.

Lower Sixth Pupils generally share double rooms, with Upper Sixth boarders having single rooms wherever possible.

There are a range of common areas where boarders can socialise together, including TV rooms, the Activity room and Games rooms. There is also a study equipped with computers in School House and the IT suite and Library in the main building.



# Administration



## Exeat, half-term and end-of-term

Boarders enjoy four exeat weekends throughout the school year. Although school is officially closed over these weekends, boarders may now decide to stay in school (there is an additional charge for this). All pupils wishing to remain at school over an Exeat Weekend must notify the Housemaster of School House or the Director of Boarding.

The exeats give boarders a break from the academic routines and physical structures of school life. As moments of respite, they are carefully timed throughout the year to enable a productive atmosphere and the dates of exeat weekends, as with all term dates, are published well in advance (please refer to the School Calendar).

It is the responsibility of parents or guardians to make exeat arrangements if their child is not staying at school. Shortly before an exeat weekend guardians or parents of boarders will need to complete an online form. Over the exeat weekend boarders not staying at school will be expected to be under the care of a parent or guardian or with an appropriate adult appointed on their behalf.

Exeat weekends begin after Friday activities have finished. Requests for an earlier departure should be made no later than a week before the exeat weekend. We are fortunate to be within walking distance of a high-speed rail link to London which allows boarders to reach St Pancras International in under an hour.

Return from exeat weekends is between 16:00 and 21:00 on Sunday evening.

Half-term and end-of-term dates are available on the school website and in the School Calendar at least a year in advance. This is in order to allow our overseas boarders to make arrangements for flights so that they do not need to leave earlier than the published dates. If an early leave is required, a request should be made to the Director of Boarding, Mr James Clapp ([boarding@stedmunds.org.uk](mailto:boarding@stedmunds.org.uk)) or to the Housemaster of School House ([emrp@stedmunds.org.uk](mailto:emrp@stedmunds.org.uk)) as early as possible. All boarders who have to travel abroad for the end-of-term holiday are welcome to remain on-site for the final Friday evening, departing by 10:00 on the following Saturday. Senior School Speech Day marks the end of the school year and no pupil is permitted to remain on site that evening.

Returning from half-term is the same as returning from an exeat weekend and boarders should aim to return between 16:00 and 21:00. It is possible that boarders may return earlier in the day, although there will be an extra charge to cover costs – a request needs to be made to the Director of Boarding as early as possible.

# Administration



## Weekends Away

Parents are warmly welcome to take their children out for an evening or a weekend. Please contact the Director of Boarding or Housemaster of School House to agree arrangements in order to avoid clashes with school activities.

If the parents of a boarder wish to make arrangements for their child to stay with friends or family for the weekend, it is equally important that boarding staff are made aware of the intended plans.

## Pocket Money and Valuables

Learning about money is an essential life skill and pocket money is a good way to teach the children about some important aspects of money management, for instance that it is not a limitless supply. They can begin to learn to budget, save and think about how to spend sensibly.

### It is intended that pocket money be used for:

- buying small treats on a weekly basis
- buying souvenirs
- saving for a particular project or buying someone a birthday present

Mr Clapp and Mr Potts are happy to keep pocket money for boarders to sign out in reasonable amounts. Mrs French (Matron) can help older boarders to open a bank account with parental consent, and this is generally encouraged.

All boarders have a lockable space in which to keep valuables but we strongly advise against keeping large sums of cash to hand. A boarder should deposit valuable items with either Mr Clapp or Mr Potts.



# Welfare



## Some advice for first time boarding parents

Many families find it helpful to say the meaningful 'goodbyes' at home before setting out for school on the first evening of the new term. When you leave your child at St Edmund's our advice is to keep the moment of parting as swift as you can; prolonging the moment of separation makes it harder for all parties. Parents generally find it more painful than the children! Be assured that the school will be in contact if there are any problems, and that we will be quick to also share early successes.

Once your child has started at St Edmund's, please keep up the communication with your child. Plenty of cards and cheerful letters are a great help; emails are often a good way to get in touch quickly but children still love to receive a handwritten letter. Of course, there is communication by telephone, but a word of warning here: children, when upset, typically like to unload their problems and then, having achieved the objective of feeling better, the child puts down the phone and resumes normal activities perfectly cheerfully. Unfortunately, parents often put the phone down feeling that their child's world is collapsing. If in doubt please contact a member of boarding staff - we will always be happy to shed a little extra light on a situation.

Please let boarding staff know if your child is likely to be anxious about a problem at home as we can often lend valuable support. This sort of information can also help us to understand a child's behaviour. Indeed, good communication in all situations between home and school (and vice versa) is extremely important throughout your child's time at St Edmund's.

## Settling in

There is a chance that all children will be a little homesick at some stage, although not necessarily during the first few weeks. Do try to explain to them how they might feel and explain that feeling homesick is common, that all fellow boarders will have felt this way at some point and that talking about it will always help. Experience shows that homesickness is almost always a short-lived and temporary feeling.

Please do encourage your child to bring in pictures and posters to personalise his or her own bed space, such as favourite photos of family and pets and items of sentimental value such as a beloved cuddly toy.

## Health and Medical Arrangements

The school Medical Centre is staffed by qualified and experienced Registered Nurses and the School Doctor visits twice a week.

The Medical and Consent Forms relating to specific medication and medical conditions should be completed and returned directly to the Medical Centre prior to the first day of term or whenever they are issued for the child. In the case of boarders, the National Health Service number should be entered on the School Medical Card, but the NHS Card itself should be retained by parents. The Medical Centre should also be informed of any existing health problem.

# Welfare



Boarding pupils will be registered with the School Doctor, given that their primary place of residence is St Edmund's School.

If it is necessary for your child to visit a different doctor during the school holidays, please ask for them to be treated as a 'temporary resident.'

## Medicines

Medicines may be administered by Medical Centre staff once a consent form has been completed by the parent or guardian. Under no circumstances should ANY pupil carry medicine around during the school day, with the exception of emergency medication: adrenaline auto injectors, asthma inhalers and diabetic equipment only.

Boarders are not permitted to keep medication in their own possession or to administer their own medication unless given permission to do so by the Medical Centre.

Pupils arriving at school with medication must take it to the Medical Centre immediately. The Medical Centre can only store Prescription Only Medicines (POM) that have been prescribed on a named basis by a UK doctor and are labelled in English.

## Going into Town

We are fortunate enough to live just a few minutes' walk or bus ride from the historic city centre of Canterbury.

When in town and on trips, St Edmund's boarders are expected to be well behaved and well mannered and to be respectful and considerate towards other people.

Year 7 boarders will be accompanied into town and then back again, but once in town have some independence on the following conditions:

- they are in groups of 2 or more
- each group has a mobile 'phone that is charged and has credit, and the number must be held by supervising staff
- they have the School House number
- a meeting time is fixed and agreed before going unsupervised

Year 8 boarders may go into town on their own in groups of 2 or more

- Each group must have a mobile 'phone that is charged and has credit, and the number must be held by supervising staff
- they have the School House number
- an agreed arrival time back at the house is fixed and agreed before going unsupervised

Year 9 (L5) boarders may go into town on their own or with other boarders, but must first ask permission from a member of the boarding staff.

# Welfare



Boarders from Middle Fifth upwards are entitled to sign out in the Boarding Office and go into town by themselves, but must return by 6 pm. We expect them to be contactable by mobile phone at all times, and not to leave the immediate Canterbury area. Should any boarder wish to go anywhere other than the city centre, he or she must first gain the permission of the Director of Boarding who will usually contact a parent or guardian.

## Physical Recreation

When the boarders want to play cricket, hockey, skateboard or ride a bike they will need to wear all of the correct equipment;

- Cricket : helmet, gloves, pads, 'box'
- Hockey: mouth guard
- Skateboarding: helmet, knee and elbow pads
- Cycling: helmet and gloves

## Bullying

We are proud of our reputation as a friendly school. We do not tolerate bullying nor do we accept bullying as an inevitable part of school life. By its nature, bullying - mental or physical - does not often occur in circumstances that are easily detected but when detected, bullying behaviour will be dealt with swiftly and firmly by a senior member of staff. In more serious cases bullies can expect to be dealt with by suspension and counselling. The most serious outcome could be a ban from boarding or final exclusion if the problem persists.

Bullying is any form of behaviour that causes someone to feel hurt, to dread coming to school, to be unable to be themselves, to fear for their personal safety or to fear that the safety of their possessions is at risk. It includes the following:

- Physical assault – punching, slapping, shaking, jostling, kicking etc
- Emotional assault – teasing, belittling comments, treating a person as if they are worthless, sending offensive emails, text messages, exclusion etc.

Any pupil who is bullied **MUST** tell someone. He or she should talk to any member of staff or to their parents. Bullied pupils can worry about the consequences of reporting the problem, but if it is not addressed it is unlikely to be resolved: grinning and bearing it simply means that the bully has won and injustice has triumphed.

Pupils are regularly briefed on what to do if they experience or observe bullying and members of staff have guidelines to follow in dealing with incidents of bullying. If parents feel that their child is experiencing difficulties of this nature, they should bring it to our attention. Please do not delay in bringing the matter forward: delay does not help the bullied - or the bully. Details of the school's Anti-bullying policy may be found in the Parents' Zone on the school website.

# Welfare



## E-Safety and Cyber Bullying

Online security is a key priority of the school. All pupils must abide by an ICT Code of Conduct. The school monitors email and internet security.

Parents are likely to know a fair amount about their child's visible social life but perhaps not so much about their cyber social lives. By developing a culture of open talking about all aspects of their social lives – including cyber socialising - parents can create a climate in which children can tell them if they are unhappy about any electronic communications. In this way parents can help to reduce the likelihood of mobile telephones, messaging systems, emails and networking sites being used as vehicles for bullying.

Parents can also underline to their children the following rules:

- Never send or post a message that is negative or unpleasant about another person.
- Always remember that any message sent has potential to appear in the public domain and to be used against the sender. It may implicitly say as much about the sender as it does about the subject of the message.
- Children should always tell an adult if they are worried or upset by a message they have been sent.
- Always save an unpleasant, threatening or bullying message as this will be vital evidence in dealing with the perpetrator.

The school's E-Safety Co-ordinator is Mr Ross Underwood (rpu@stedmunds.org.uk).

## Help in School

Your child will always have someone he or she can talk to. Contact details of key staff and our Independent Listener are prominently displayed in all boarding areas.



# Rewards and Sanctions

## What are 'rewards'?

Rewards are benefits that recognise the best of what you do as a boarder at St Edmund's.

## What are 'sanctions'?

Sanctions are measures taken to address and to discourage poor behaviour. The main purpose of a sanction is to encourage you to avoid getting it wrong.

## Rewards

The best of what you do can be recognised in a number of ways, including:

- Earning trust and respect:

This is the most important commodity we have. If you earn the trust and respect of boarding staff, your experience of being a boarder will be that much richer. People who have our trust and respect are much more likely to hear 'yes' rather than 'no' when they make requests.

- Receiving public recognition:

Be it in Boarders' Line, a letter home or a commendation in Head's Line, we will make sure that your good work gets the notice it deserves.

## 'Goodies':

It will sometimes be appropriate to recognise your contributions in the delicious currency of edible treats. For example, Mr Potts will highlight the best kept rooms following Tuesday inspections – the most worthy can expect a prize (just don't drop your litter on the floor afterwards!).

## Sanctions

When people get it wrong, we are here to steer them right. Here is the usual structure:

### Boarders' detention:

A boarders' detention is most commonly given for:

- Failing to register at breakfast or supper
- Failing to observe bedtime routines (including tiredness in lessons as reported by day staff)
- Not keeping their room clean and tidy

Of course, refusal to comply with any reasonable request from a member of the boarding team can result in a boarders' detention, at the discretion of the Director of Boarding.

### Further school sanctions:

Please note that more serious offences may be escalated without lower-level sanctions being applied. These include:

- Community Service detentions
- School suspension (internal) – contact will be made with home
- Meeting with the Head and letter home from the Head
- External suspension
- Exclusion

# Frequently Asked Questions



**We hope that most of the information you need can be found on our website, in the pupil and parent handbooks or in our prospectus.**

However, we are often asked other questions (by parents and their sons and daughters) and hope the following may be helpful. If you can't find the answer to your question anywhere in the information we provide, please do get in touch with us; we will be happy to help.

## **Q: How many terms are there in the school year?**

At St Edmund's we have three terms in the school year: Michaelmas (Autumn), Lent (Spring) and Summer.

## **Q: Which boarding house will my son or daughter join?**

St Edmund's Boarding is comprised of Owen House, School House, New Wing and Baker Wing. These areas include separate boys' and girls' accommodation and a range of age-appropriate bedrooms. Please see the Accommodation Glossary in this handbook for further reference. Please note that initial accommodation decisions are made by the Director of Boarding; once term has begun and boarders are settled these arrangements are reviewed and adjusted as necessary.

## **Q: What is a 'day house'?**

Day houses are operated across the Junior and Senior schools and are managed by individual Housemasters. All boarders and day pupils are allocated a day house and their respective Housemaster will ensure their academic progress and social wellbeing throughout the school day. Housemasters liaise regularly with the Director of Boarding to ensure all-round care for your son or daughter.

## **Q: Do all pupils have their own room?**

Single occupancy rooms are usually a privilege of the Upper Sixth. A variety of double, triple and divided dormitories are used for other boarders.

## **Q: Can pupils stay at school during holidays?**

No. The school is closed and pupils must go home or to their guardians on the last day of term.

## **Q: What is a 'half-term' holiday?**

There is a half-term holiday in the middle of each term; two weeks in the Michaelmas term, one week in the Lent term, and one week in the Summer term. The school closes, and pupils go home or to their guardians at the end of the school day on the Friday preceding the holiday.



# Frequently Asked Questions



## **Q: What is Exeat Weekend?**

There are four Exeat Weekends when pupils may choose to leave school on the Friday afternoon after lessons have finished and spend the weekend with their guardian and/or parents. The Michaelmas term has an exeat weekend in each half of the term, and there is also one in the Lent and Summer terms. The school is completely closed on these weekends, with a reduced staff in the main boarding area to look after those pupils who have chosen to stay (an extra cost is incurred for this and the online form must be completed).

Parents or guardians can also request for boarders to go home for other weekends (after Friday school finishes) by arrangement with the Director of Boarding and provided their sporting or other commitments allow.

## **Q: Are meals included in the fees?**

Yes, St Edmund's boarding fees include 3 meals (breakfast, lunch and supper) plus snacks.

## **Q: How can we meet or make contact with other St Edmund's parents?**

St Edmund's is keen to promote contact between the school and parents. Once your son or daughter becomes a pupil at St Edmund's, you will find that there are parents' meetings to keep you informed about his/her academic progress. You will also be invited to concerts, plays, sports (and other events) in which your son or daughter may take part. We also hold social events for parents: coffee mornings, drinks parties, an annual Summer Ball, Speech Day, etc.

## **Q: How will my child make friends, and will my child have friends of different ages?**

When you arrive you will have lots of people to look after you. Your Housemaster will ensure that you have a 'buddy' to look after you during your first days and weeks here. Our House system is also helpful when you are making friends. At St Edmund's, all the boys and all of the girls of the same age live in separate boarding areas (though there will be some older pupils living there as Prefects). Your year group may also share weekend activities with another year group close to you in age. We arrange lots of trips and social events here, and we run some special outings right at the start of the year to make sure all the boarders get to know one another really well as term begins. Our younger boarders will share a room with other pupils, and this can really help you make friends.

## **Q: Does the school have any special things or words that are helpful to know?**

Yes: in every school there are some rather odd words which have just developed over the years, but St Edmund's doesn't have too many of these. There is a list of helpful St Edmund's vocabulary in the handbooks which will be sent to you before you start.

## **Q: What is 'Prep'?**

At St Edmund's, homework is called Preparation or 'Prep' for short. Boarders have a set Prep time, though older pupils do more work outside these times. They may also have 'study periods' when they work on their own during the school day. Further details are in the calendar.

# Frequently Asked Questions



## **Q: Can my son or daughter learn a musical instrument?**

Yes, he or she can either continue with an instrument he or she is already playing, or take up an instrument here. Music classes take place during the school day (or before or after school). There is an extra charge for music lessons. For more information, contact [music@stedmunds.org.uk](mailto:music@stedmunds.org.uk).

## **Q: Can pupils wear their own clothes at school?**

After school and at weekends pupils in all year groups are permitted to wear casual clothes of a tasteful nature. Boarders will need name tapes to identify ALL their clothes and these must be purchased from Schoolblazer

## **Q: Do pupils have to do their own laundry?**

St Edmund's provides a full laundry service, but please note that clothes are generally hot tumbled-dried; hence delicate items should be dry-cleaned (the school can provide this service if requested). Pupils are expected to make their own beds, and to keep their area of the house tidy.

## **Q: Do pupils have to bring their own bedding?**

All bedding is provided, although you are welcome to bring your own duvet covers and pillow cases to make your own space feel more personalised and homely. You will be given pillows and pillow cases, duvets and duvet covers, sheets and blankets all of which will be regularly laundered.

## **Q: What is a duvet?**

A duvet is a warm feather or fibre-filled cover for sleeping under.

## **Q: Are pupils allowed to go into Canterbury?**

Details of when pupils are allowed to leave the school are included in the Boarders' Daily Routine in the boarders' handbooks. The school has a very clear Code of Conduct which is included.

## **Q: Is there Internet access in the School?**

Boarders have access to the Internet in the IT room and to our Wi-Fi network. This is turned off overnight between 22:30 and 07:00 Sunday until Friday morning.

## **Q: Are pupils allowed laptop computers?**

Yes. If you wish to bring a laptop, you are allowed to do so, although you should make sure you have insurance to cover its damage or loss, and that you keep it safe in school. The school's IT Department will configure your network card for the school's system, and ensure you have the correct virus protection and security software. There are lots of PCs provided in school which you can use if you don't have your own laptop.

## **Q: Does the school provide email accounts?**

Yes. Each pupil is provided with an email account.

# Frequently Asked Questions



## **Q: Does the school provide transport to the airport?**

Taxis need to be arranged in advance by guardians or parents (approximate one-way fare: £80 Gatwick; £110 Heathrow). The school is able to recommend local and reliable taxi companies that can be booked online - flight number and contact information will be required. Please email Matron for details (vgd@stedmunds.org.uk).

## **Q: Can pupils bring their own pictures / posters from home?**

Yes, pupils are encouraged to decorate their room with appropriate pictures and posters.

## **Q: How can pupils keep their belongings safe?**

St Edmund's is a happy and secure place in which to live, and everyone here is expected to respect the property, privacy and welfare of other pupils and staff. However, we also try to take general and internal security seriously. All boarding areas have secure keypad access. Rooms are either single occupancy and lockable or have a lockable area. Pupils are encouraged to bring a padlock or combination lock.

## **Q: How much pocket money can a pupil have?**

£20-£30 per week is a common amount. Large sums of cash can be deposited with the Director of Boarding in Senior School or Ms. Masters in School House. Bank accounts can also be arranged and are encouraged.

## **Q: Does the school accept Euros / dollars / cash payment / credit cards?**

The school accepts payment in British Pounds Sterling. Payments can be made by cheque, by bank transfer, or by credit card.

## **Q: Do pupils need to have private medical insurance?**

Full-time boarding pupils are registered with the School's Doctor, and are therefore treated under the British National Health Service (NHS) (weekly and flexi boarders remain registered with their home GP, which can limit the care we can provide). Parents may wish to take out private medical cover, which will cover treatment at a private hospital where necessary.

# SCHOOL VALUES



We Value....

## EACH OTHER

Recognise our responsibility to create a caring and supportive community

We Value....

## INDIVIDUALITY

Recognise that everyone is different and has unique needs, strengths and aspirations



We Value....

## EXCELLENCE

Commit to being the best we can be



We Value....

## INTELLECTUAL CURIOSITY & CREATIVITY

Love learning & seek to foster creative, critical & lateral learning



We Value....

## SOCIAL RESPONSIBILITY

Promote the idea that individuals must contribute to the greater good of society