BARNARD CASTLE
PREPARATORY SCHOOL

OLD COURTS

JUNIOR BOARDING

YEARS 3 to 6

HOUSE HANDBOOK

2021-22

OLD COURT

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MESSAGE FROM THE HOUSEMASTER

Welcome to Old Courts – the home of Junior Boarding. Old Courts is a unique home at the heart of the school campus. The recently refurbished Junior Boarding house accommodates boy and girl boarders from Year 3 to Year 8 and therefore straddles the transition between the Preparatory School and the Senior School. We believe in keeping pupils 'younger for longer' and giving them the very best support both in their preparatory years and also as they progress into the Senior School.

The Old Courts community is large enough to find friends with similar interests – yet small enough to feel like an extended family of siblings. Our core values of integrity, kindness, responsibility, positive attitude and respect, were developed through discussions with our boarders and echo closely the values of the school.

Boarding is great fun and very rewarding. The more energy and enthusiasm that you put into boarding, the more you will enjoy it. Be ready to join in, have lots of fun and make new friends along the way.

Best wishes,

T Scott Edwards

OLD COURTS

Originally on the site of the School's grass tennis courts, "Old Courts", the Junior Boarding House, is situated in a central location, immediately to the east of the Chapel and only a short walk from both the Prep School and Senior School, where children's lessons take place, and the main Dining Hall where the majority of meals are served.

Old Courts is very homely and consists of three interconnecting houses with room for thirty children, the Housemaster's residence, and an additional staff flat. The house was extensively refurbished in the summer of 2017, providing fantastic new living spaces for the Junior Boarders.

There are two comfortable lounge areas with televisions (including access to Netflix and NowTV), a study area with internet-connected PCs and printing facilities, a library/ resource area and an open plan kitchen and dining area.

The bedrooms consist of two, three or four beds. There is storage space for bikes, roller blades, scooters and skateboards which may be brought from home in the yard alongside our 'chalet', and locker areas where each student has 2 lockers for outdoor gear, wellies, and also to store school books and bags.

HOUSE STAFF

Mr T Scott Edwards (Housemaster)
tse@barneyschool.org.uk

Mr Edwards is also Director of Drama in the Senior School. His role as Housemaster is to lead the smooth day to day running of the House, liaising with staff, house leaders and parents to ensure that the boarders are happy, settled and actively involved in School life. He oversees the academic and pastoral development of each pupil in the house, and is generally the first point of contact for parents.

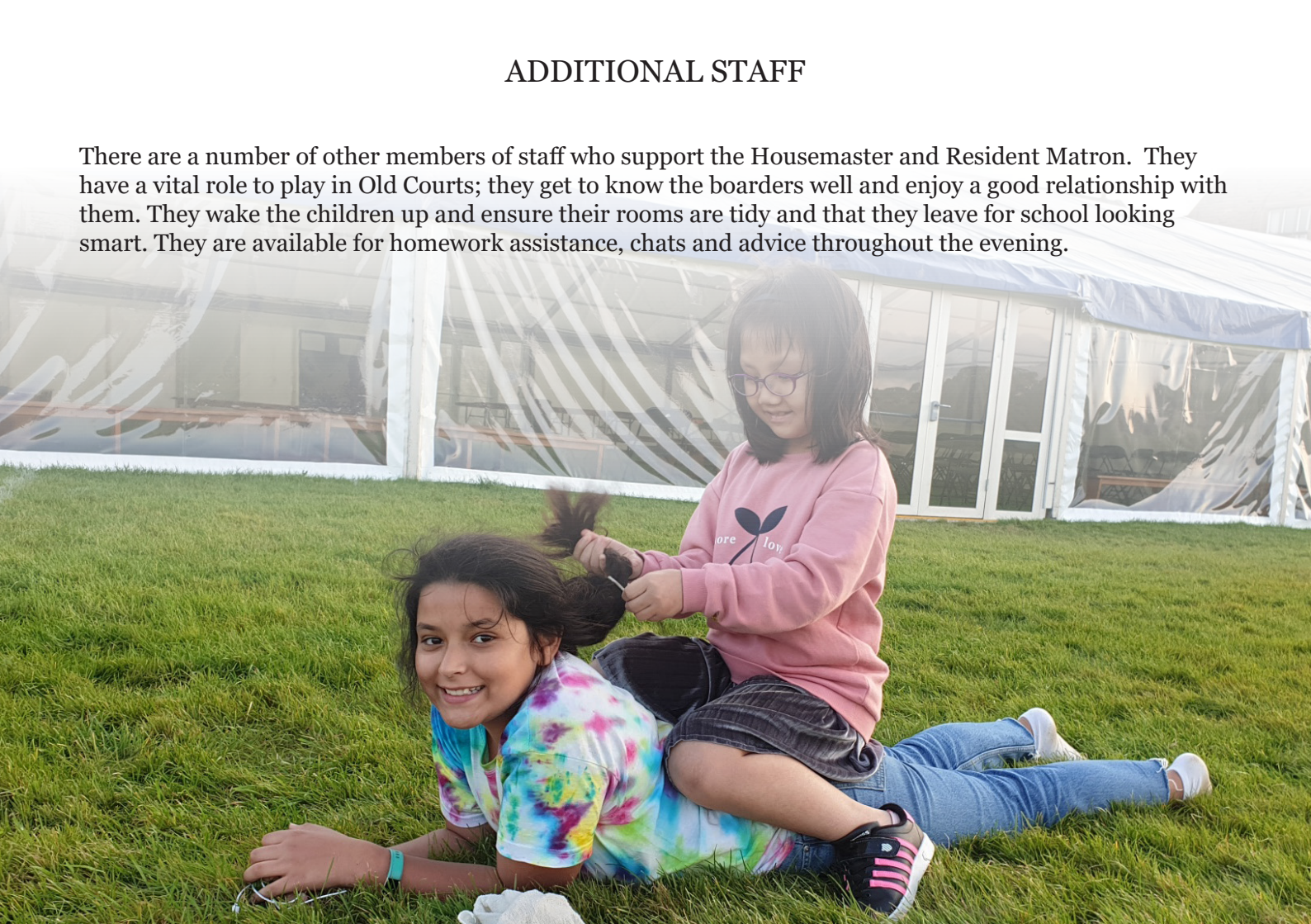
Mr Nathan Joy (Houseparent)
njj@barneyschool.org.uk

Mr Joy is also a class teacher of Year 3 and Outdoor Education and, as well as providing invaluable pastoral care to all the Junior Boarders, he is a vital link with the Preparatory School.

Mr Edwards is assisted in the day-to-day running of the House by his Assistant Housemistress and Resident Matron, sharing the responsibilities for the personal, emotional, spiritual, social and academic well-being of our Junior Boarders.

ADDITIONAL STAFF

There are a number of other members of staff who support the Housemaster and Resident Matron. They have a vital role to play in Old Courts; they get to know the boarders well and enjoy a good relationship with them. They wake the children up and ensure their rooms are tidy and that they leave for school looking smart. They are available for homework assistance, chats and advice throughout the evening.



Standard Life
Investments

WHAT TO BRING

The uniform list is detailed within the New Parent Handbook. It is recommended that all of the following have name tags sewn in, and that boarders bring at least:

- 3 pairs of trousers or skirts (shorts/summer dresses for Prep boarders in Trinity Term); and
- 6 white shirts.
- 2 x PlayerLayer Sports Tops.

Additionally, boarders should ensure they bring the following items:

- Dressing gown and slippers
- Wellies, walking boots and casual footwear to include trainers in addition to indoor/outdoor trainers for school
- Casual socks, underwear (x 7) and nightwear (x 3)
- Wash bag containing: soap or facial wash, shampoo, shower gel, deodorant (roll-on), toothbrush and toothpaste, flannel (x 2), hairbrush (bobbles for girls—white, brown, black or navy for school), comb or hairbrush, nail scissors or clippers
- laundry bags (x 2), towels (x 4 - including 1 for swimming)
- 3 sets of casual clothes to include 2 warm jumpers
- Set of smart-casual clothes for Chapel e.g. collared shirt, jumper (not hoodie) and trousers (not jeans) for boys; dress or blouse & skirt for girls, cardigan, smart shoes
- Warm coat, hat, gloves and scarf
- 2 duvet covers (preferably button fastening) and 2 pillow cases,
- Shoe polishing kit (preferably liquid polish)
- Water bottle
- Sun hat and sun cream
- Spare name tapes (with school number) to be handed in to the Matron.

It is critical that all clothing be clearly named including school number, eg Thomas Smith 6754. The label should be sewn on in a prominent position where it can be easily seen. For example, shirts, and rugby shirts should be labelled central inside the collar. Trousers, skirts, shorts, etc should be labelled central inside the waistband.

Duvets, sheets and pillows are provided by school.

Boarders will take their laundry to the school linen room on Mondays and Thursdays. Most items will be ready for collection the following day. Bed linen will be changed weekly.

We encourage everybody to be well organised. For example, packing their school bag including pencil case, books and sports/swimming kit the night before and having school uniform ready for the following morning will make life much easier. Younger boarders will be assisted each evening to ensure they have all the correct kit packed.

Boarders are welcome to bring personal books and games and electronic games are allowed but time on them is limited. Please ensure that all items (including chargers) are named. Avoid bringing items of value, especially jewellery and expensive watches.

Everyone takes responsibility for clearing up after themselves. All boarders are included on duty rotas for overseeing the tidiness of the house.

OLD COURTS

MEDICAL

All boarders are registered with the local surgery. A GP from the local surgery attends the Medical Centre each morning before school to see boarders and appointments to see the doctor can be made at the School Medical Centre. You will have received a medical card and other documents to register at the local surgery with this information pack. These should be completed and returned to school.

If a boarder is unwell the first person they should tell is a member of the boarding staff or any other member of staff on duty. If they need to see a doctor or the staff in the medical centre, we will arrange this.

If a boarder feels unwell during the night they should wake up a member of staff on duty who will decide on the best course of action. If they are unable to walk to the member of staff they should ask a roommate to do it for them. If serious injuries or problems occur, pupils will be taken directly to hospital.

Generally, medicines cannot be self-administered. Any medication prescribed or otherwise should be provided to Matron with clear written instructions by parents. Guidance for this is in your school medical card which also contains the Policy on Homely medicines.

The School Medical Centre will also coordinate transport to medical appointments and orthodontic appointments as necessary. In general, to minimise disruption to the school day regular dental check-ups should be conducted at home during the holidays.

PUPIL POSITIONS OF RESPONSIBILITY

There are many opportunities to develop leadership skills within Old Courts. We appoint House Co-Leaders who are Year 8 Pupils.

We also have opportunities to serve as the School Council representative for Old Courts in the Preparatory School, food committees and social event committees.

HOUSE COMPETITIONS

The Year 3-6 boarders are allocated to one of the four houses in the Preparatory School (Drake, Gilbert, Grenville or Raleigh). The houses in the Prep School have both boarding and day pupils. They will take part in various sporting and creative competitions throughout the year such as rugby, hockey, tennis, cricket, singing and art.

HOUSEKEEPING

Pocket Money
Your child will need some pocket money to either purchase a few treats at the weekend or to spend whilst on outings. We would recommend £3 to £5 per week, depending on age. Please pay this either by cheque (made payable to Barnard Castle School), balance transfer, or cash and hand it to the Housemaster on the first day of each term.

Meals, Snacks and Tuck
Boarders enjoy a varied and nutritious menu throughout the week with breakfast, lunch and dinner being taken in the school dining hall.

Most evenings a supper snack is served around 7:30pm in the family room. This is a great social time when the house comes together.

Boarders may bring a limited amount of tuck (sweets/ chocolates etc.) to keep in the boarding house cupboards. Tuck is appropriately rationed during the week and generally only available a couple of times per week. Fresh fruit is always available in the house kitchen.

Bedrooms
The boarders live in modern twin, triple or quadruple rooms. We encourage boarders to personalise their space with photos and pictures on their pin boards as well as favourite cuddly toys. Please bear in mind that space is limited with each boarder having a wardrobe, drawer and storage under their beds. If you choose to bring portable electrical appliances to school, they will have to be tested before use.

Some items are restricted and should not be stored in bedrooms:

- Electronic entertainment equipment (including games consoles, computers, iPads & mobile phones) must be stored and used downstairs under the direction of house staff.
- Money or other valuables should be deposited with the Housemaster.
- Food & drinks (except water) should be stored downstairs in tuck boxes.

Insurance
Parents are advised to take out a personal insurance policy to cover such valuables as musical instruments, computers, mobile telephones, tablet computers, sport equipment or jewellery which your child brings to school. The school cannot accept responsibility for loss or damage to pupils' property or loss of money or cash cards.

Lockable cupboards are provided for each boarder in their room. Boarders may bring their own padlocks to fit their locker.

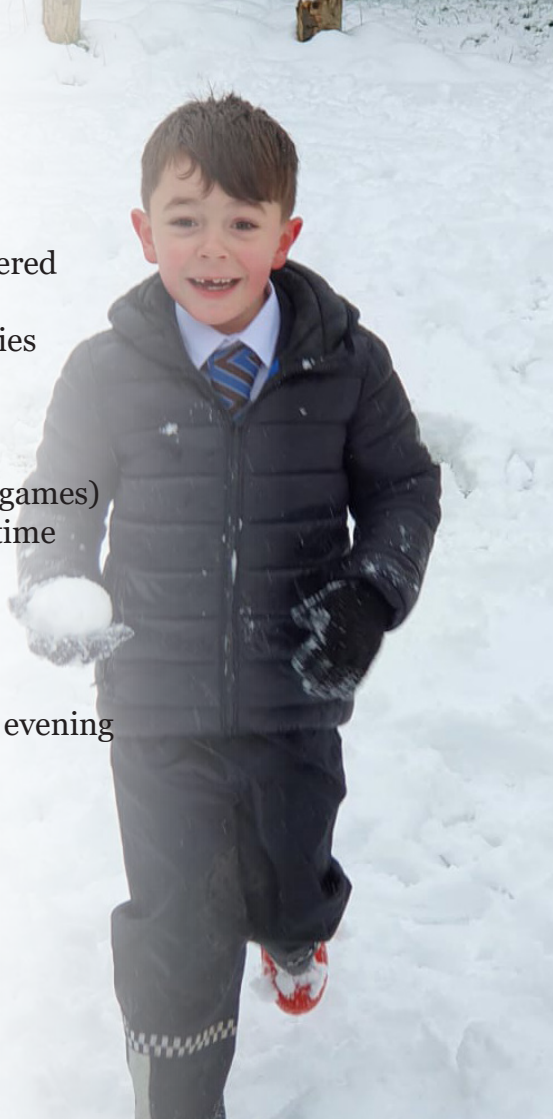
DAY-TO-DAY

Weekdays (typical)

7.00am	Wake up, wash and dress for school
7.30am	Breakfast
8.00am	Tidy room, prepare for school, medications administered
8.25am	Prep School pupils leave for school
3.45pm	Prep School return from school or take part in activities
5.00pm	Prep School activities finish
5.15pm	Tea
5.45pm	Homework and study time
6.30pm	Evening activities (e.g. swimming, sports hall, board games)
7.15-7.45pm	Supper, call home, medications administered & free time
8.00pm	Bedtime Year 3 & 4 - lights out at 8.20pm
8.10pm	Bedtime Year 5 & 6 - lights out at 8.30pm

During the week there are opportunities to take part in a variety of evening activities on campus. During the last year these have included:

Football	Cricket	Basketball	Arts/Crafts
Tennis	Cookery	Netball	Karaoke
Film Nights	Swimming	Rounders	Quiz
Board games	Stories	Drama Productions	



WEEKENDS

The timings at the weekend are flexible depending on the particular activities scheduled. Note that Senior School pupils have lessons from 9am—12pm on Saturdays and may have sports fixtures in the afternoon.

Saturdays (typical)

7.30am	Wake up, wash and get dressed
8.00am	Breakfast
8.30am	Tidy room, medications administered
8.30am	Prep School staff arrive for activities (e.g. baking; ice-skating; museum trip)
12.00pm	Lunch
	Activities continue
5.15pm	Tea
6.00pm	Free time, shower & call home
7.00pm	Movie night & tuck
	Medications administered
8.40pm	Bedtime - lights out 9pm

Sundays (typical)

8.30am	Wake up, wash and get dressed
9.00am	Breakfast
9.30am	Tidy room, medications administered
Mornings	Chapel service (as per calendar) / Full-day trips depart / Free time
12.30pm	Lunch
Afternoon	Boarding trips (as per calendar)
5.30pm	Sunday dinner
6.00pm	Free time, shower & call home
7.30pm	House meeting
	Medications administered
8.00pm	Bedtime (Year 3 & 4) - lights out at 8:20pm
8.10pm	Bedtime (Year 5 & 6) - lights out 8:30pm

Weekend Activities
We have an exciting and varied program of activities and trips every weekend. Recent trips have included sailing, ice-skating, trips to the theatre, trampolining and climbing as well as visits to local attractions such as the Royal Armouries, The Forbidden Corner and Wet 'n' Wild. The expectation is that all full-time Junior Boarders will participate in the weekend activity program. Charges for boarding outings will be added to the school bill at the end of each term. If a trip is likely to cost more than £20 we will contact parents beforehand.

Weekend Leave
If a boarder is planning to go home for the weekend please make arrangements with the Housemaster by Wednesday evening. Boarders will be ready to be picked up from approximately 4:00pm on Friday (if they do not have an after school activity) and should return by 6:30pm on Sunday evening. To help boarders settle in after a break, we strongly recommend that they do not return home or have family visits until the first family weekend (exeat) each term.

Fire
If anyone encounters a fire they should break a fire panel immediately. The fire assembly during the school day is on the Prep School Playground, after hours is in Chapel unless the red light above the door is on.

SCHOOL EVENTS

There are several School events to which parents are invited. These include Parent/Teacher Evenings, School and House Matches, Sports Day and School Plays. Details of these and other events are published each term in the school calendar so that you are aware of what is happening each week. Prep School events are published in green text. The calendar is available in hard copy, on the Parent Portal and on the school website.

CONTACT WITH HOME

Family and friends are important and there are many ways that boarders can keep in touch:

• Telephone: Mobile phones are allowed in the boarding house but should only be used at appropriate times. Phones are not permitted in school and are secured and charged overnight. We also have house phones which boarders can use to make and receive calls.

• Video Calling: We have excellent, secure Wi-Fi for using Skype or FaceTime to keep in touch with family and friends. Please familiarise yourself with the daily routine in order to ascertain the best times to call.

• Post: Mail can be delivered to school – all boarders love receiving letters, parcels and postcards!

• In person: Visitors are welcome at Old Courts. However, we ask visitors to notify the Housemaster in advance. In general, to protect boarders' privacy, we ask that parents and visitors remain downstairs apart from at the beginning and end of terms.

• Email: Each pupil is given a school email address when they arrive at Barney.

As the house is not staffed throughout the school day, email is the most effective communication to house staff.

The boarding house telephone number is 01833 696052.

For emergency contact the boarding house duty phone number is 07741 560322.

BOUNDS

It is important that everyone stays within the School grounds unless they have the Housemaster's permission or they are on a supervised trip or fixture.

In general boarders will remain in the surroundings of the boarding house.

The following areas are OUT OF BOUNDS to all Junior House pupils:

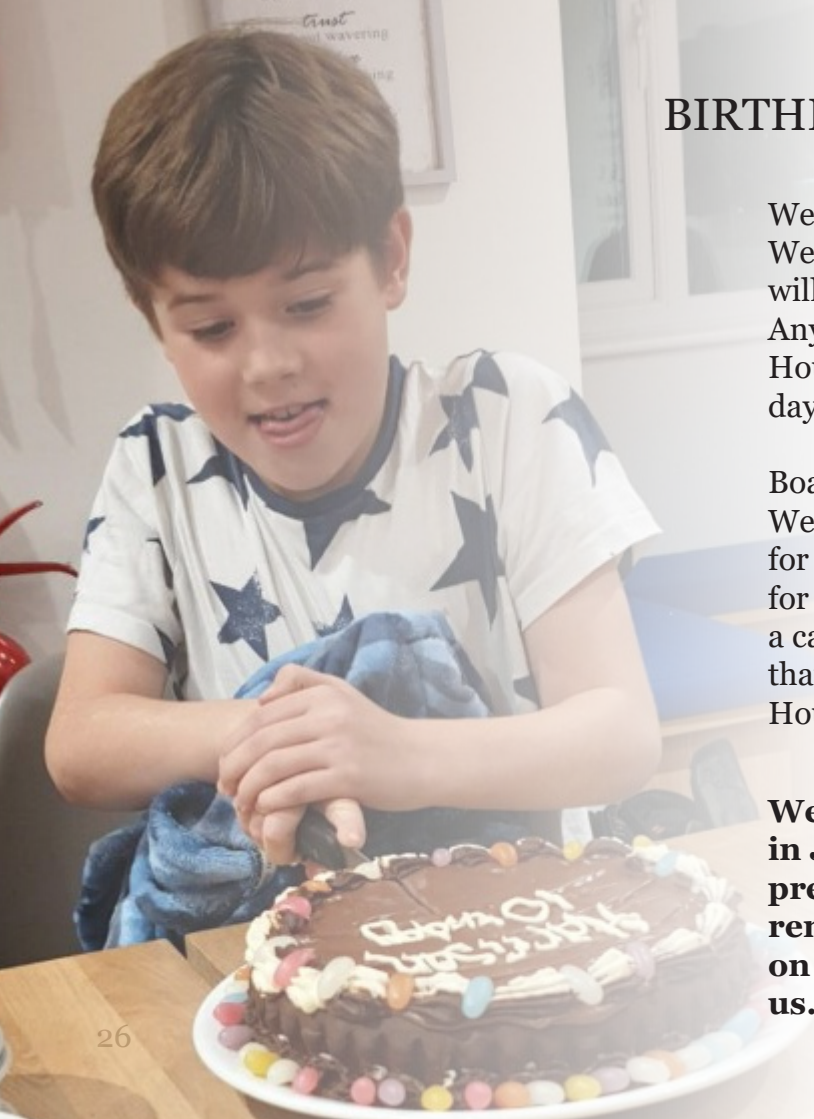
- The playing fields after sunset.
- Main School building after 7.15pm without permission from Mr Edwards or the House Duty Staff.
- Mount Eff Lane
- The trees at the top of the fields and the new estate behind them.
- All classroom areas beyond the S Block (after 5:10pm), back gate, and behind the Sports Hall.
- The River Tees and its surroundings.
- Town without permission.

HOLIDAYS AND EXEATS

There are one or two exeat weekends as well as a half-term in each term. During exeat weekends and half-term the Junior Boarding house closes. This is a chance for Junior Boarders to go home for the weekend, see family or stay with a friend (with appropriate permission from parents).

At the end of term, boarders must not leave school before the day and time published as the end of term in the school calendar (we acknowledge that overseas pupils are constrained by flight availability). We ask that parents are meticulous in observing this rule when booking flights or holidays, and we ask that all end of term travel arrangements are confirmed with the Housemaster ideally at least 2 weeks before the date of travel, giving details of airports and flight numbers where relevant.

We ask that boarders clear out their rooms at the end of each term. This helps to declutter their space and prevents a large accumulation of items throughout the year as well as providing an opportunity for the living spaces to be thoroughly cleaned. For those travelling overseas, limited storage space is available at the school.



BIRTHDAYS

We like to celebrate birthdays at Old Courts. We try to make each one special and the kitchen will bake a cake which we share at supper time. Any cards and presents can be delivered to the Housemaster and will passed on for the special day.

Boarders often get invited to a day pupil's party. We will make arrangements, wherever possible, for the boarder to attend the party. It is customary for the boarder (or their parents) to arrange for a card and/or present themselves. Please ensure that any birthday invitations are passed on to the Housemaster as soon as received.

We hope this gives you a flavour of life in Junior House, and excites you as you prepare for life at Barney. The key thing to remember is that there is always someone on hand to help - that is very important to us.

BARNARD CASTLE
PREPARATORY SCHOOL