



OLD COURTS  
JUNIOR BOARDING  
YEARS 7 & 8  
HOUSE HANDBOOK

2023-24



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# WELCOME 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 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 has a critical mass – with a capacity of 35 pupils – 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









## A BARNEY EDUCATION

At Barney we believe in character education. Underpinning our academic and pastoral programmes are four key pillars that we consider to be at the core of a Barney Education. These pillars are supported by twelve values that we consider vital to every young person's journey through Barney.

The language of these values is well-established within the School; you will hear about them in Assemblies, House Meetings and Tutor Meetings from teachers, your own peers and visiting speakers.



## FEEL

*How you feel  
within*

Gratitude

Courage

Resilience



## BE

*Who you are &  
how you behave*

Humility

Integrity

Humour



## SHARE

*How you interact  
with people*

Compassion

Service

Leadership



## GO

*How you learn and  
make progress*

Curiosity

Endeavour

Creativity



# OUR HISTORY

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](mailto: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](mailto:njj@barneyschool.org.uk)

Mr Joy works in Prep School teaching his own class and Outdoor Education, as well as providing invaluable pastoral care to all the Junior Boarders.

**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.







# WHAT TO BRING

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 blue 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.

Boarders are welcome to bring personal books and games, however, please bear in mind that we have limited space. 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

**You will have received a medical card and other documents to register at the local surgery with this information pack. These must be completed and returned to School prior to your arrival.**

All boarders are registered with the local surgery. A GP from the local surgery attends the school each morning before school to see boarders and appointments to see the doctor can be made at the School Medical Centre.

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 contact 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 handed in to the 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 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.



A photograph of several young pupils sitting at a wooden table, eating food. They are wearing colorful, decorated hats. The image is overlaid with a semi-transparent purple filter. The text is centered over the image.

## 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 7 & 8 boarders are allocated to one of the three senior boarding houses: North, York (both boys houses) or Longfield (girls). In some competitions they compete in their individual houses and sometimes they form a combined boarders' team. The attachment to a house provides additional opportunity to connect with some of the older students and house staff. House activities and competitions take place throughout the year, often in the Wednesday afternoon activity session and include the main sporting competitions, as well as the Barnard Run, cake decorating, general knowledge quiz and the ever popular house singing. There is also an inter-house Merit Competition that runs each term. Other house activities/competitions include:

- Art
- Cake Decorating
- Charades
- Chess
- Dodgeball
- Drama
- Football
- Pool
- Public Speaking
- Quiz
- Rugby
- Scrabble
- Shooting
- Singing
- Squash
- Table Tennis



# 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 effects insurance policy to cover such valuables as musical instruments, computers, mobile telephones, tablet computers, sport equipment or jewellery which their 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.

### **Fire**

The fire alarms are tested weekly on a Wednesday morning. At any other time, the sounding of the fire alarm must always be treated as an emergency situation. If anyone encounters a fire they should break a fire panel immediately. The fire assembly during the school day is on the grass outside of A Block, after hours is in Chapel unless the red light above the door is on.







## 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
8:45am	Leave for School
5.00pm	Return from School
5.15pm	Tea
6.00pm	Independent study (homework)
7.00pm	Evening activities (e.g. swimming, sports hall, board games)
7.30pm	Supper, call home, medications administered & free time
8.40pm	Bedtime - lights out at 9.00pm

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	Drama productions		Stories



## 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
8.50am	Leave for School
12.00pm	Lunch
Afternoon	Pupils may have school sports fixtures Free time in the house, around the school campus or may go into town in small groups.
5.15pm	Tea
6.00pm	Free time, shower & call home
7.30pm	Movie night & tuck Medications administered
9:10pm -	Bedtime - lights out at 9.30pm

### **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
8:40pm	Bedtime - lights out at 9:00pm

A background image showing two students working on a large model of an aircraft carrier. The student on the left is wearing a dark blue jacket with a crest that says 'PL' and 'CASTLE SCHOOL'. The student on the right is wearing a red and white jacket. They are both focused on the model, which has yellow stripes on its deck. The image is semi-transparent with text overlaid.

## **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.



# SCHOOL EVENTS

There are several School events to which parents are invited. These include Parent/Teacher Evening, 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. 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. Senior School pupils do have access to their phones at appropriate times of the school day. Phones are collected in 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.

## REWARDS AND SANCTIONS

Pupils are awarded merits/distinctions for good work and strong assessments (the very best are given a Headmaster's Certificate) and these are celebrated in House meetings. 'Good Egg' awards are also given termly for good conduct and acts of kindness; they are announced at Nailing Up at the end of each term. Weekly merit prizes are awarded. A number of termly and yearly trophies are also awarded in the House, some recipients are chosen by the House Monitors and some by Tutors. House trophies have been donated by departing and former staff and students.

Detentions are set by staff for poor academic work or missing prep and is organised in liaison with the Deputy Head, Academic. Tutors are informed if a tutee from their group is included in detention.

If academic progress is below a satisfactory standard the tutor may instigate a close academic reporting system for a short period. This requires teachers to comment upon work and/or conduct on a lesson-by-lesson basis and is to be taken to the Housemaster for countersignature each day. Tutors review the folder each day and contact home if they see the need for more dialogue. More serious infringements of school rules would be referred to the Deputy Head, Pastoral. Parents may also be invited to a meeting to discuss the progress of their child. Simple house-based infringements are dealt with by the Tutor/Housemaster.





# 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.

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 environs.
- Town without proper permission.

The breaking of bounds is a serious offence.

# ORAH

As part of our ongoing commitment to provide the best possible care and supervision of our boarding family, we have adopted a cutting-edge online management tool to enhance communication between parents, boarders and our boarding staff.

Orah, a web-based iOS app, allows us to keep a closer track of the whereabouts of each boarder in our care, as well as streamlining requests for absence and transport arrangements. The system is designed so that up-to-date details of a boarder's whereabouts are always available to House staff to ensure student safety and continuity of care through a series of electronic sign-in tiles around our school site.

One of the benefits of Orah is that parents can create an Orah account in order to request leave for their child, which will automatically inform the child and House staff of the request. This will make weekend and Exeat arrangements far more efficient for our House staff to collate and organise with you. Parents can use Orah with a web-enabled device, such as a smartphone or laptop, and all that is required to sign up is an active email address.

If you would like any further information about how we will be using it, please contact your child's Housemaster or Housemistress. For technical support, please connect with our Orah contact, Kathleen at [support@orah.com](mailto:support@orah.com) or [kathleen@orah.com](mailto:kathleen@orah.com).

## **Additional support:**

Parent Guide

<http://success.boardingware.com/parents-and-guardians/your-account/getting-started-parent-guide>

Student Guide

<https://success.boardingware.com/en/articles/425839-getting-started-student-guide>

## 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.



**We hope this gives you a flavour of life in Junior Boarding, 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 SCHOOL