



HOUSE HANDBOOK

2025-26



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WELCOME FROM THE HOUSEMASTER

I would like to warmly welcome you on behalf of the girls and tutors in Marwood House. I am delighted to be Marwood Housemaster and I look forward to welcoming those of you who are joining the House with me. Being a Housemaster is a privilege, and I am excited to be able to play such a significant role in supporting you through your Barney journey.

As a PE and Games teacher, as well as someone who is passionate about co-curricular activities, I am looking forward to encouraging every Marwood girl to contribute to the House and push themselves beyond their comfort, whether in striving for academic Merits, presenting to the House in assemblies or representing the House in the vast variety of competition; there truly is a stage for every girl to be involved.

I am here, together with your House tutor and our wonderful Prefects, to support you in your journey.

Best wishes,

Ed Midcalf



OUR HISTORY

Marwood House was formed in 1993 for the exclusive use of day girls. It used to lie on the parish boundary of Marwood, hence its name, but moved to refurbished accommodation adjacent to the School field.

The Houses are a very important part of School life and they play a key role in achieving the aims of the school. Consequently the aims of the House broadly follow those of the school. We aim to create a supportive and comfortable environment in which pupils are able to mature and form relationships with other pupils whilst fostering independence and an ability to develop interests outside the House. The virtues of self-discipline, diligence, mutual respect and good citizenship are actively promoted. We support children in the transition from childhood towards adulthood, encouraging them to develop a sense of responsibility and self-respect.

HOUSE TUTORS

Tutors oversee their tutees day academic and pastoral life and are the first port of call for any queries. Each morning, tutors will meet their tutees for registrations, and throughout the week, as part of the HeadSpace programme, there is a group Tutor Time, as well as opportunities for individual meetings.

Tutors have regular contact with home through phone calls, emails and parents' evenings. At strategic points in the year, your child engages in regular target setting sessions and reviews with their tutor. Tutors work very closely with the HSM in order to raise and resolve any issues relating to pupils' pastoral or academic performance. Any repetitive or significant pastoral, behavioural or academic concerns will be dealt with by the HSM.

If a pupil is going to be absent from school due to illness, please inform the tutor and HSM by 8.40am.



PUPIL POSITIONS OF RESPONSIBILITY

Pupils have ample opportunity to take on responsibility throughout their time in the House. Each year, a member of the Upper Sixth is chosen to be the Head of House.

A Deputy (sometimes Deputies) and House Prefects will be chosen to support them. These positions generally go to pupils who are wholehearted, trustworthy, approachable, and who set a good example. These senior pupils are expected to take on responsibility for the organisation of House practices and are expected to be role models for younger pupils.

As experienced members of the House, those in positions of responsibility have a varied role; this could range from being on duty in the House, disseminating information to other pupils or being the first point of contact for a pupil who has an opinion they wish to channel or a problem they feel they would prefer to air with another pupil.

In addition to these senior roles, pupils from across all year groups have the opportunity to volunteer for different committees. These include Anti-Bullying Ambassadors, Peer Supporters (Sixth Form), Diversity Focus Group and Food Committee.

Each September hustings are held for pupils who wish to represent their year group on the School Council. A whole School election then takes place and the School Council members for that year are announced in the Headmaster's Assembly.

HOUSEKEEPING

Accommodation:

There are three Common Rooms in Marwood House organised as follows:

Junior: Years 7, 8 and 9

Senior: 10 and 11

Sixth Form: Lower and Upper Sixth

Each pupil has an individual locker with a padlock where she can store books, Games kit and personal belongings.

Girls are free to visit their House at any time during the day, except during lessons. They may visit other Common Rooms in Marwood and Bowes. Sixth Form girls from other Houses are also permitted to go into the Sixth Form Common Room.

A member of House staff generally visits common rooms at break, lunch and between 4pm-5pm.

House Subs:

Each pupil is charged £15 once a year to help fund the House. This is put on the School bill. The money is used to help make the common room a more homely environment. It is also used for awards and to help provide additional material for House activities.



DAY-TO-DAY

Registration

Registration takes place each morning by House tutors and is completed between 8.30-8.45am and then again by teachers at the end of lunchtime. This is recorded electronically in a central School database, an absentees list is produced after each registration session closes, which is after 8:50am and 1:50pm each day. If a pupil is absent from School, their parents/guardian must ring the House Office or send an email before 8.40am. If a pupil arrives late to School, they should register themselves at the General Office.

Wednesday House Meetings

House meetings are held each Wednesday at 8.55am. The HSM leads the meeting. Each meeting starts with School notices and then there is often a review of the previous week, followed by preparation for the following week. Weekly awards are given to those who have been nominated by pupils and staff. Nominations are for those who demonstrate characteristics such as: kindness, compassion, leadership, selflessness, and for those who have experienced successes both in school and through activities outside of school. Weekly merit prizes are also given to those that gain the most merits in the Juniors, Inters and Seniors categories. Finally, the House meeting finishes with a "Pentatalk" on the weekly theme delivered by one of our Sixth Formers.

HOUSE COMPETITIONS

House competitions cover a vast array of interests, both sporting and non-sporting in order to encourage as many pupils as possible to take part. While the majority of House competitions take place internally on Wednesday afternoons throughout the School year, please look out for invitations to certain House events which parents may attend, such as the Barney Run and Sports Day.





REWARDS AND SANCTIONS

Pupils are awarded merits for good work and strong assessments and these are celebrated in House meetings. A number of biannual and yearly trophies are also awarded in the House, chosen by the HSM and Tutors. House trophies have been donated by departing and former staff and students.

If academic progress is below a satisfactory standard the Tutor or HSM may instigate an academic report 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. The Tutor reviews the report each day and will contact home if they see the need for more dialogue. For infringements of House expectations, the HSM may impose an appropriate and proportionate sanction that helps the pupil to reflect on how they would change their behaviour in the future. 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.

CONTACT WITH HOME

Routine home contact will happen via assessments, reports and parents' evenings. The Housemaster or Tutors generally make phone calls to address other issues as they arise. Parents are encouraged to call the Housemaster if they have any issues they wish to address. Parents should expect a call from their child's Tutor if there are any immediate concerns about attendance, lateness and academic progress. Parents can also contact Tutors to request a meeting in person or on the phone.

There is a direct telephone line to the Housemaster's study, which parents and guardians are encouraged to use to discuss any aspect of their child's education and welfare. The Housemaster can also be contacted by email. Parents and guardians are welcome to arrange meetings with the Housemaster and/or their daughter's Tutor at any point throughout the term.

The school sends out a regular email with any pertinent letters that staff wish parents to read.







BARNARD CASTLE SCHOOL