



BARNARD CASTLE  
PREPARATORY SCHOOL

# OLD COURTS

JUNIOR BOARDING

YEARS 3 to 6  
HOUSE HANDBOOK

2025-26



# CONTENTS

- 4. WELCOME FROM THE HOUSEMASTER
- 6. OUR HISTORY
- 7. HOUSE STAFF
- 10. WHAT TO BRING
- 13. MEDICAL
- 14. PUPIL POSITIONS OF RESPONSIBILITY
- 15. HOUSE COMPETITIONS
- 16. HOUSEKEEPING
- 19. DAY-TO-DAY
- 20. WEEKENDS
- 22. SCHOOL EVENTS
- 23. CONTACT WITH HOME
- 24. HOLIDAYS AND EXEATS
- 25. BIRTHDAYS

# 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 Prep School and the Senior School. We believe in keeping pupils ‘younger for longer’ and giving them the very best support both in their younger years and also as they progress into the Senior School.

The Old Courts community has a critical mass – with a capacity of 35 pupils – which 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,

Mr T Scott Edwards  
Old Cours HSM





# 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 35 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 Disney+, Netflix and NowTV), 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 | 07741 560322

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 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 the 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, base sheets and pillows are provided by School.

Laundry is collected daily. Most items will be ready for collection the following day. Bed linen will be changed weekly, on a Friday.

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.

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 the 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.

# PUPIL POSITIONS OF RESPONSIBILITY

There are many opportunities to develop leadership skills within Old Courts. We appoint House 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 Prep 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 £5 to £8 per week, depending on age. Please pay this either by using a GoHenry card or similar service, 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, drawers 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.



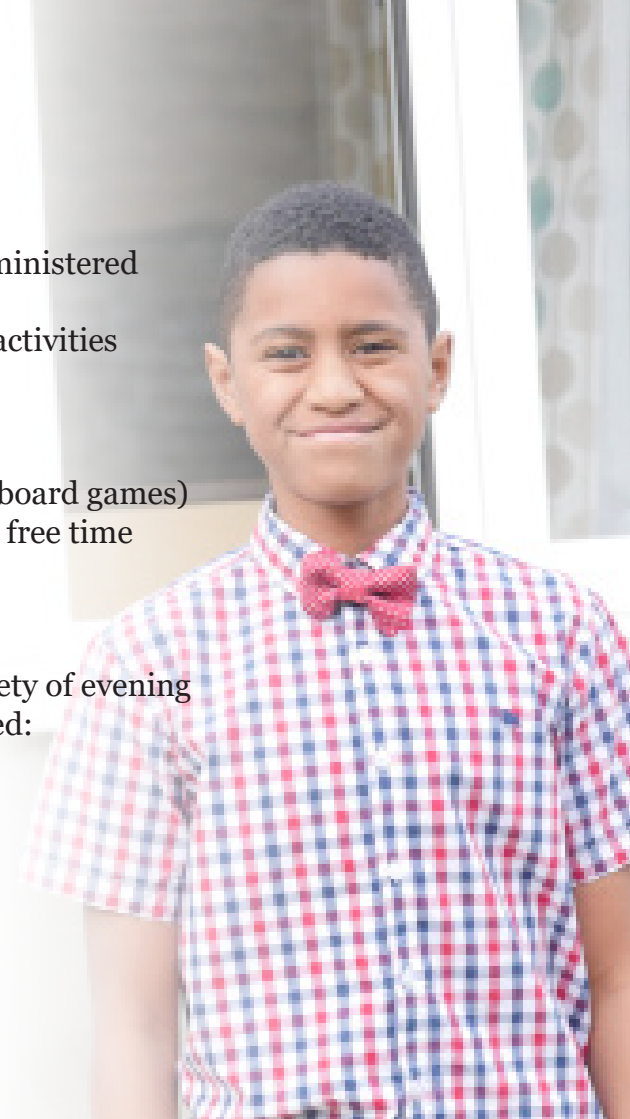
## DAY-TO-DAY

### Weekdays (typical)

7.00am	Wake up, wash and dress for School
7.30am	Breakfast
8.00am	Tidy room, prepare for School, medications administered
8.25am	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
8.10pm	Bedtime - lights out at 8.20pm

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
10.00am	Breakfast
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
7.00pm	Quiet Time
7.30pm	Free time
	Medications administered
8.00pm	Bedtime - lights out at 8:10pm



### **Weekend Activities**

We have an exciting and varied program of on-site 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. 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 £35 we will contact parents beforehand.

### **Weekend Leave**

If a boarder is planning to go home for the weekend, please make arrangements with the Housemaster. 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 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 Old Courts 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. We have two Tech-Free Days (Tuesday & Friday) with no devices after 5pm.
- Video Calling: We have excellent, secure Wi-Fi to keep in touch with family and friends.
- 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 or WhatsApp are the most effective communication to House staff.

The Boarding House telephone numbers are 01833 696052 or 07741 560322.

# HOLIDAYS AND EXEATS

During EXEAT weekends and Half Term Old Courts closes. This is a chance for junior boarders to go home for the weekend, see family or stay with a friend.

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, storage space is available at the School.





## BIRTHDAYS

We like to celebrate birthdays at Old Courts. Any cards and presents can be delivered to the Housemaster and will be 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