



**Bosworth  
Independent  
College**

# **Boarding Principles & Practice**

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Lead for Review	Head of Boarding

**Contents**

Statement of Boarding Principles and Practice ..... 3

Boarding Basics..... 3

Staffing and Pastoral Care ..... 3

General ..... 4

Personal Development within Boarding ..... 5

## Statement of Boarding Principles and Practice

Including impact on student personal development.

Boarding at Bosworth plays a significant role in the welfare, safety and enrichment of our student's lives. The great majority of boarders are from overseas, and are first time visitors to the UK. This is recognised in our aims to support them to settle quickly into new routines, adapt to cultural expectations in the UK and guide them to achieve a level of independence and maturity to enable them to thrive at University or wherever their future takes them. Students are given the space to be individuals, and to develop new ideas, whilst respecting cultural differences and opinions across the student body.

### Boarding Basics

- We accommodate both male and female students aged between 13 and 21, with the significant majority being between 16 and 19.
- The number of boarding students on roll is approximately 220-240.
- Usually between 30-40 nationalities are represented each year.
- Admissions plan recruitment targets to ensure no single nationality is significantly over-represented.
- There are 6 fully supervised, single gender boarding houses, ranging from 18 – 40 beds, and a number of smaller senior houses available to final year, over 18's.
- All boarding and teaching buildings are owned by the College.
- Bedrooms are either shared (2 students) or singles.
- All accommodation stays open during the 3 half term holidays. At Christmas and Easter, qualifying students over 18 can stay in our senior houses. There are no enforced exeats at any time.

### Staffing and Pastoral Care

- There is a full-time Head of Boarding (HoB), term-time Training & Support Officer, Boarding Officer and Boarding Assistant.
- Boarding houses are fully supervised in the evening and at weekends, with House parents sleeping-in overnight. Students do not have access to boarding houses unless a member of staff is present.
- Senior houses are checked regularly by Boarding Staff
- There is always a senior member of staff on-call overnight to support boarding staff.
- All students are allocated to a Personal Tutor, to ensure good communication between academic and boarding teams.
- There is a College Nurse (term time) who has access to specialist support for students from counsellors and psychologists in addition to GP's/dentists etc.

- All cleaners are employed directly by Bosworth, and as such are trained to report potential safeguarding and maintenance concerns directly.
- We have our own Estates Team, providing a 24/7 emergency cover.
- The Catering Team provide all meals, and usually offer 9 different main meal choices each day, (excluding the lunchtime sandwich/salad bar options). Kitchen facilities are also available in each boarding house for student use. There are restrictions on takeaway meals in boarding houses.
- A Pastoral Committee meets weekly in term time, chaired by the Vice Principal and attended by the Designated Safeguarding Lead, Nurse and HoB.
- We have a non-sporting activities co-ordinator who organises a regular and wide-ranging programme of optional weekend trips, both educational and social, and students are also able to attend drop-in sporting activities such as volleyball, badminton and football in the evenings and weekends.

## General

- **Cleaning:** All student accommodation is cleaned daily (except weekends) and the bed linen washed weekly. There are student laundry facilities in all boarding houses and at Bosworth Hall. Students wash their own clothes. There is no uniform requirement.
- **Religion:** As a provider of education and pastoral support to students from a wide variety of different cultural backgrounds, Bosworth commits to a policy of equal opportunities. Regarding religious observance. The College treats sympathetically, any requests for time away from studies on the occasions of religious festivals (e.g. Diwali, Ramadan, Chinese New Year, Christmas) or as part of a daily/weekly pattern of worship (e.g. allowing Muslim students to go to the Mosque on Fridays). Any religious or cultural needs, which have an impact on accommodation or diet, are catered for. A prayer room is provided at Bosworth Hall.
- **Exeats:** Must be agreed by the Head of Boarding and Vice Principal after receiving parental approval. Authorisation will not be given if there are safeguarding concerns, boarding disciplinary issues, poor classroom attendance or if there is evidence of lack of effort in terms of academic work.
- **Boarding office opening:** During office hours if students have requests, queries or problems regarding any aspect of boarding life. Evening/weekend supervisors and House parents will deal with any problems outside office hours, and key boarding staff are contactable 24 hours a day if necessary. Senior Staff are on call for emergencies at weekends.
- **Boarding rules:** We aim to limit reliance upon too many rules and prefer to allow reasonable freedom to students, (with the exception of smoking, alcohol and drug use as detailed below). There are strict curfew times in place. Students must sign in and out of the boarding accommodation and remain contactable always. A separate boarding rules list and code of conduct are in place. All boarding staff can access the student daybook system to record disciplinary concerns. Penalties will normally include loss of free time, extra evening study hall sessions, earlier curfews, suspension and expulsion for the most serious offences.

- Parental communication: Students can contact parents, guardians etc. in a variety of ways. In urgent cases, students can use office and Boarding House telephones to make calls. Skype/email: All buildings have wifi access, which is time-limited in boarding houses and monitored remotely to restrict use. Each student has their own personal e-mail address at the College.
- Smoking, alcohol and drugs: Smoking is only allowed at the rear of Bosworth Hall and Queen's Building, or the back gardens of Senior houses and Boarding houses. Smokers must be registered as such with the Vice Principal. Alcohol is not permitted on College premises and students must never be under the influence of alcohol. Any student found in possession of, or proved to be under the influence of an illegal substance will be expelled. Random drug testing is in place.

### Personal Development within Boarding

Most students recognise the need to quickly develop life skills whilst they are away from parents and the support mechanisms they have at home. Cultural, environmental, developmental, social and language challenges are certainties for most Bosworth students. The boarding programme aims to help and guide students to be aware of these challenges and how to adapt and thrive, through communication, support and exposure to greater responsibilities as they progress through College.

- We organise an induction programme (usually 3 days in length) immediately prior to the start of term, for orientation, testing and acclimatisation purposes. This also includes individual discussions with the nurse to ascertain any health issues or medication concerns, meeting key staff, hearing briefings on important aspects of College life, and we hope, forming friendships.
- House parents carry out personal induction into simple routines such as how to contact College in an emergency, how to use washing machines, personal organisation and time keeping, staying away from potentially unsafe areas, fire safety, door codes, house rules, use of public transport etc.
- Initial room allocation is personally handled by the HoB. Every effort is made to ensure students of similar ages, on similar courses are housed together, with as wide a mix of nationalities as possible. With younger students in shared rooms, we operate a policy of mixing nationalities unless parents request otherwise, to help with integration and language development opportunities.
- Students are expected to keep their rooms tidy, as befits a homely environment, and this is monitored by boarding supervisors. Cleaners are asked not to tidy rooms for students.
- During the College day, between 08:30 and 16:00 students are not allowed to access the boarding house, so they have to be organised in taking what they need for the day.
- Boarding staff, and particularly students, are encouraged to suggest ways to improve boarding life. This includes provision of games equipment, helping local charities, BBQs, themed meals within the boarding house.
- When students plan to travel home or on weekend exeat, they discuss this with boarding house staff. We keep detailed records which encourages them to think and plan in more detail than they otherwise would do.

- Concern records are raised as required (by any member of staff) to initially identify where a student might need to improve aspects of their behaviour (for e.g.) their diet, integration with others, use of free time, over-reliance on technology as opposed to healthy exercise etc.
- There is a student Council and opportunities to act as student ambassadors at parent's evenings, open days, and other events. Some students also have an opportunity to work as Summer School activity leaders.
- Most students participate in weekly enrichment activities, and many attend voluntary sports sessions or organised trips.
- Students have the option of moving to senior houses during their final year of study, subject to College and parental approval, to help prepare them for the additional freedoms and responsibilities of university life. This exposes them to taking greater responsibility for security and safety aspects, dealing with in-house conflict, greater emphasis on personal organisation, routine housekeeping tasks and taking personal responsibility for reporting maintenance issues etc.