

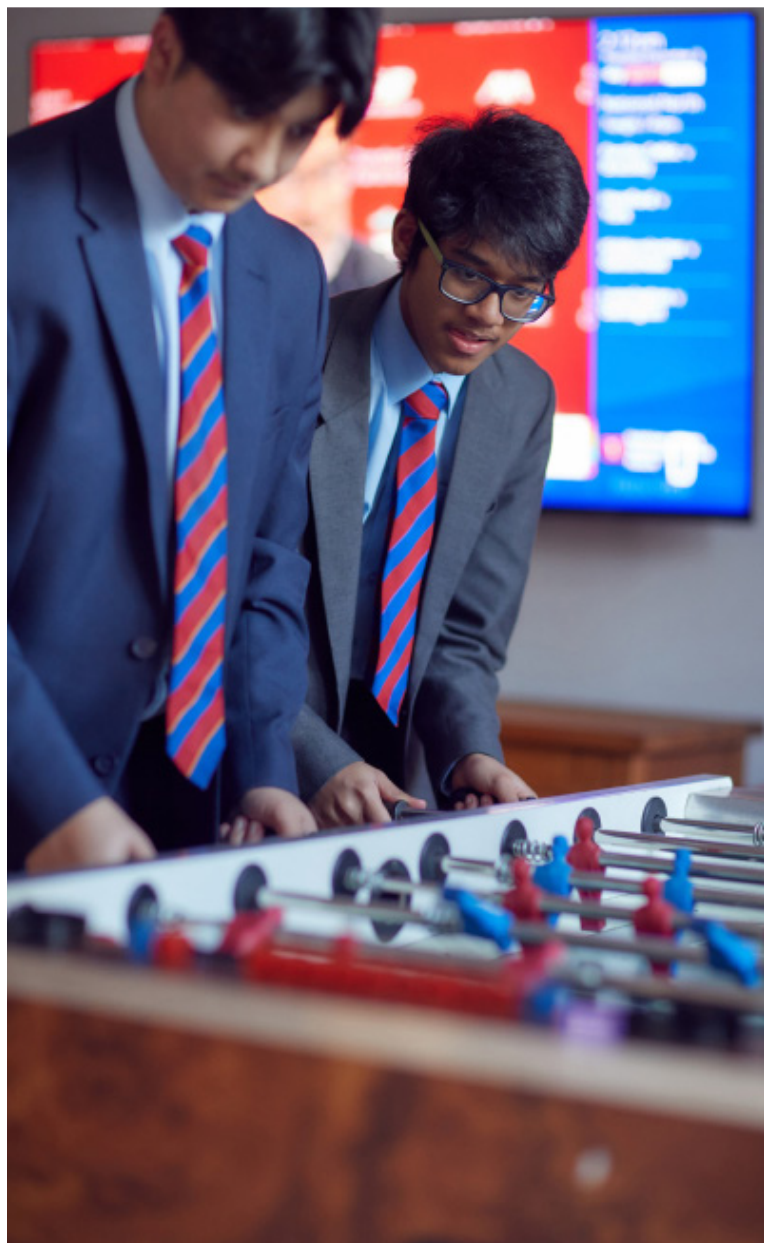
The Denton
Boarders' Handbook



LOUGHBOROUGH
Grammar School

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Welcome to Denton House

Denton is the Junior Boarding House at Loughborough Grammar School. The house is located at the very heart of the school's beautiful campus and accommodates up to 32 young men.

Denton is characterised by the warmth of its welcome, its sense of purpose and its focus on the happiness of each individual. We believe that living in a boarding community, with the continuity in relationships it provides and the direct experience of diverse cultures and people it offers, will afford our students the opportunity to become well-balanced and responsible adults.

This handbook should be particularly useful for new students, to help you to settle in quickly by explaining how the school operates, what you need to do to, and who to speak to if you have any problems.

Introductory Information

Upon arrival at Denton, you will be greeted by one of the Denton House staff and be given a detailed tour of the Boarding House. You will be introduced to the other students in Denton before we take you for a tour of the campus. There is an Induction Process that takes place over your first days at Denton, where you will be introduced to the routines of the school and Loughborough town centre. The House staff and prefects are present to answer any questions you have.



Denton House Staff

Our staff are experienced in the boarding environment and are available to support you 24 hours a day, 7 days a week.



Mrs and Mr Blackman are the resident Housemasters. Mrs Blackman teaches English and Mr Blackman is a History teacher. Mrs Blackman studied Liberal Arts at Durham University and Mr Blackman History at the University of Bristol.



Mrs Slater is Head of EAL (English as an Additional Language). She is a specialist who supports students who are seeking to improve their spoken and written English. All overseas boarders are given a formal English language assessment which is designed to see how Mrs Slater can best support them. Many boarders take IELTS English exams to support their progress and that are often necessary to gain entry to UK universities.



Dr Ball is an Assistant Housemaster. Dr Ball teaches Chemistry and graduated from the Queen's University in Belfast. He is involved with the school rugby teams.

Denton House Staff

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Dr Ebden is a Evening Tutor. He is also a Chemistry teacher and in charge of golf at the school. Dr Ebden has also had two sons attend LGS and he studied Chemistry at university in Bath and Nottingham.



Dr Livingstone is a Evening Tutor. She is Head of Religion and Philosophy and studied at Durham University.



Miss Durden is a Resident Tutor. She studied History at the University of Leicester and teaches History.



Miss Jane Lewis is a Evening Tutor. She has also worked in several Boarding Schools.

Mrs Mixture and **Mrs Hampson** are our school matrons. Both are qualified nurses with a wealth of experience. Their office is on the school campus, a minutes walk from Denton.

Denton's Housekeeping Team

Mrs Phillips is responsible for helping you with your laundry.

Mrs Innes works with those whose rooms are in the Old Side.

Mrs Simkins works with those whose rooms are on the top floor of the New Side.

Miss Telford works with those whose rooms are on the lower floor of the New Side.

Mrs Godfrey is Denton's House Matron. She is here to help look after you and you will usually see her during break times. As well as having a chat, you can speak to her about travel arrangements for the start or end of term, questions you have about your room and kitchen supplies.

Expectations

All the rules that operate in Denton House are designed to make our home a safe and happy place for everyone:

Respect everyone and treat others as you would like to be treated.

Respect other boarders' property and never borrow anything without permission.

Be punctual to House meetings and meals.

Take care of the house facilities and report any accidental breakages immediately.

For the safety and security of everyone in the House, do not allow anyone to enter Denton House without prior permission.

It is a boarder's responsibility to make sure his location is known to the Duty Master at all times. There is a signing-out board located near the 'reading room' exit of the House. When leaving the House outside school hours every boarder is required to sign out. This means writing clearly where he is heading to and what time he expects to return. All boarders must have the Housemaster's contact details stored on their mobile phone.

Boarders may go into Loughborough town centre after school (between 16:00-17:45), and at the Duty Master's discretion during day light hours at weekends.

Boarders must be in groups of at least two when going into town.

Boarders must be in casual clothes (NOT school uniform) when going into town.

Leaving Campus

Only Sixth Formers can leave the campus during lunchtimes.

After 16:00 you can visit the Town Centre.

You cannot go alone and must ensure you sign out with where you are going (Town, LGS Gym, Parkin Gym, Music School, Library).

You may wish to have dinner in Loughborough for a special occasion on a weekend.

You must ask for permission by Thursday roll call if you wish to miss a weekend meal.

During the week, boarders are not allowed to leave Denton after prep time without permission.

During the weekend, boarders are not allowed to leave Denton after dinner without permission.

Written permission must be emailed to Mr and Mrs Blackman by your parent/guardian if you wish to leave campus at another point. This could include a dentist appointment, visiting family, University open days.

Being a Part of Denton

Denton should be regarded as a 'home away from home' for our boarders, with a distinction between home and school. The staff who support and look after you are determined to foster an environment where you are comfortable and relaxed.

Denton provides its boarders with the opportunity to develop into confident, resilient and respectful young men. In Denton, we seek to foster the following key values.

Denton's Key Values

Respect

- For ourselves
 - To have integrity and act with honesty.
- For others
 - To be tolerant and accepting others' views and differences.
 - To forgive those who make mistakes.
- For our Environment
 - To take care in looking after our home, school and wider world.

Endeavour

- To believe in and take the time to nurture our talents
- To work hard to make the most of all our talents
- To be determined to not give up

Kindness

- To assist those who need support
- To speak to those who are new to our community or who appear lonely

Weekly Routines

Below is a typical weekday routine:

07:30-07:55	Time to get dressed in school uniform
08:00	Morning roll call (register) and breakfast
08:30	The school day begins with registration with your tutor
10:45-11:05	Morning Break
13:10-14:25	Afternoon Lunch Break. You are given a long lunchtime to take part in the clubs and societies that school offers
16:00	End of the school day
17:45	House meeting and evening roll call
18:00	Evening meal
19:00-20:30	Prep time
20:30-22:00	Free time
22:30	Lights out

During the school day, you are not allowed to return to Denton except for breaktime and lunchtime.

During breaktime, you can return to Denton to make a snack or go to Burton Hall or the Stables to purchase one.

During lunchtime during the week, your year group will have a time to go into the Burton Hall. You have a longer lunchtime than many schools to allow you to attend clubs. On the days you are not at a club, you're welcome to bring one day boy into the communal areas.

There is to be no cooking after 21:45 on weekdays. This is to allow those who are on kitchen duty to complete their check of the kitchen by 22:00.

You will hand your devices in by 22:15 on weekdays.

You need to be in bed at lights out, having already brushed your teeth and showered.

We use Microsoft Teams to communicate events and timings during the day.

Weekend Routines

Weekends are the time for you to explore something outside of ordinary boarding life. You will experience trips based on the Boarders' Cultural Programme. There will also be opportunities to represent the school's sporting teams and to take part in activities such as the Duke of Edinburgh Award.

Saturday

11:15 Brunch

Afternoon: free time or House activity

17:15 Roll Call followed by evening meal

18:30 House meeting

Evening activities such as Sports Hall (football/badminton/basketball) or house quizzes / movie nights

23:00 Lights out

Sunday

11:15 Brunch

Afternoon: free time or House activity

17:15 Roll Call followed by evening meal

18:30 House meeting

18:30-19:30 Prep time

22:30 Lights out



Activities

The Boarders' Cultural Programme is a programme of weekend activities that introduce overseas boarders to British culture and traditions. A particular aim of the outings is to prepare you for independent living in the UK, should you choose a British University after your time at this School.

- Visting London and other cities such as York
- Visiting Oxford and Cambridge University
- Visiting a UK National Park
- Attending a premiership football match
- Visiting a UK Theme Park
- Attending formal dinners at School



Facilities

Games Room

There is a Games Room in Denton: it contains a table tennis table, table-football machine and pool table. Pianists are free to practise and play on the piano.

Common Room

There is a Play Station 4 console which is connected to a high-definition TV. We subscribe to a comprehensive package of Sky TV channels including all of the premium sports packages for Premier League football and Champions League matches. Computers are installed for you to send emails and help you complete your prep. There are a range of board games available and a selection of books which you can enjoy.

Kitchen

Various food items such as milk and bread are provided in the Denton kitchen. You have your own cupboard where you can keep your own food and you access to fridges. There is also a microwave, hot plates and toaster. There is no need to bring any cooking utensils such as frying pans as these are supplied.

Garden

You can enjoy spending time outside in our private garden.

Storage

You have a limited amount of storage space in Denton for your personal items.

Each boarder has:

A wardrobe and extra storage space under their bed.

A small lockable drawer for expensive items.

A desk and access to bookshelves.

At the end of each academic year, you will be required to remove all your possessions from your area and pack them away. Boarders who are based in the UK must take everything home at the end of the summer term. Boarders who live overseas may leave a maximum of two suitcases or suitable boxes over the summer holiday.



Food

Main Meals

You have your main meals in the Burton Hall. You are provided with three meals a day on weekdays and two meals a day at weekends.

Snacks

Boarders can have their own snack food. There is a limited amount of space in the fridges for perishable items. Food should be eaten downstairs in the kitchen and not taken up to your room.

Eating Out

Occasionally boarders eat out at a local restaurant. These special treats usually take place at weekends.



Keeping Clean and Healthy

Personal Hygiene

Modern shower and bathing facilities are available to every boarder. All boarders are responsible for their personal hygiene: you should shower at least once a day and brush your teeth twice daily.

Laundry

The laundry service operates every weekday; boarders should make use of the laundry service by putting their dirty washing into the dedicated baskets. The clothes are then returned to you. All clothes must be named before you arrive in Denton.

Daily Cleaning

Most of the routine cleaning in Denton is done by experienced cleaning staff. They clean all public areas of the House and will also clean individual areas, provided they are tidy.

School Healthcare

There are two school matrons and they are on-site during weekdays. There is also a School Doctor who comes into school once a week to deal with any health problems. She is called Dr Eveson. Should a boarder be unwell during school hours, he will be looked after by the school nurse; should he be ill outside school hours, he will be treated within the boarding house where the Housemaster will administer basic medication for milder illness. If the boarder is more seriously unwell, the Housemaster would either telephone the nurse for advice or take the boarder concerned to the local hospital. If you are unwell at night, you should contact Mr Blackman.



Your Property

Boarders are asked to use their common sense when making decisions about whether to take certain items into Denton. Please note that there are some rules which apply.

Personal Computers

All boarders may bring their own laptop computers (but not desktops). Laptops can only connect to the school network and internet via the school Wi-Fi. All activities on the school network are monitored and filtered. Your laptop must have suitable anti-virus protection.

Should a boarder want to print his work, he could transfer his documents on to the school computers (using a USB drive) and print off the documents using the boarding house or school printers. Technical support is provided by the School's IT staff.

Mobile Phones

It is a good idea to have a mobile phone when boarding so boarders can easily keep in touch with home. You will be asked to store the Housemaster's contact details on your mobile phone so that you can contact him in an emergency. Mobile phones cannot be used during the school day and are locked away at night.

Consoles

There is a PS4 in the Common Room. Boarders may also have small portable, hand-held gaming devices.

Storage of Electronic Devices

At lights out, all laptops, tablets and mobile phones will be locked away in a storage cabinet in your room by the duty master. This cabinet will be unlocked the following morning at wake up.

Safety of Electronic Devices

An electrician visits Denton regularly to check that all electrical items comply with the safety standards of the UK. An electrical appliance that is failed by the electrician will be confiscated. Boarders should not bring any electrical appliances without a 3-pin plug as they will be failed by electricians and will be confiscated.

Securing Valuables

Theft is something that rarely occurs in Denton. Despite this, boarders are still encouraged to place valuables in their lockable drawer.

Insurance

Expensive personal items are not covered under a school policy. It is strongly recommended that parents arrange insurance for these items.

Posters

Posters may only be placed on the noticeboards that are provided.

Important Documents

Documents such as passports and ID cards are collected by the school at the start of each term and are returned to boarders when they leave the house. All important documents are stored safely in the Denton safe.



Personal Finance

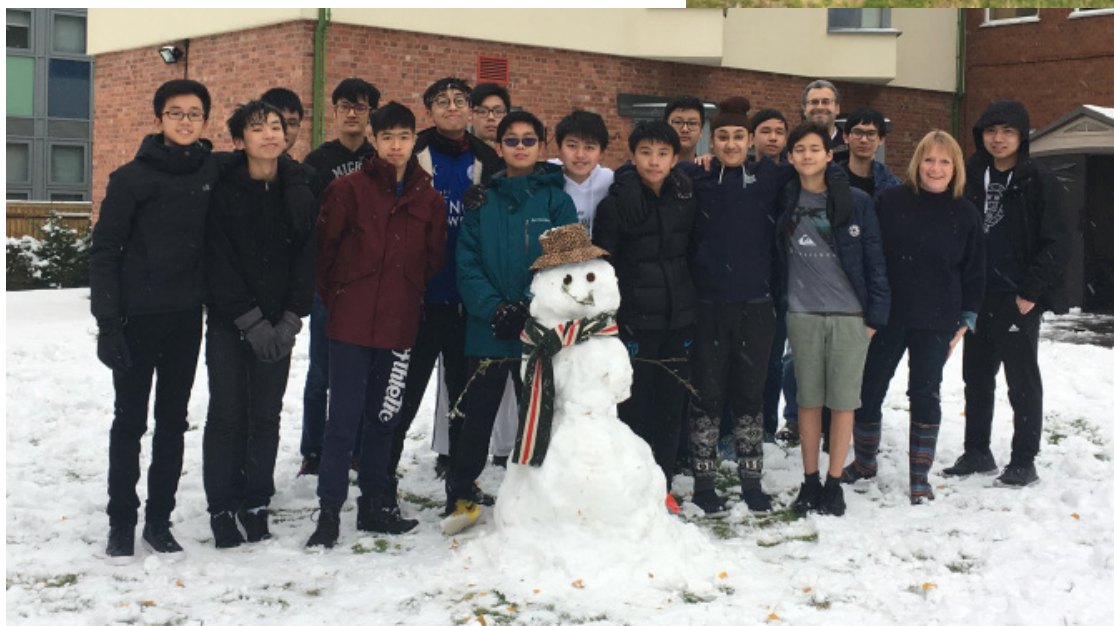
There are times when a boarder may require some extra money; there is a special fund called BSR (Boarders Sundries Refundable) which the Housemaster uses to give boarders money for special items such as school trips.

If you would like some pocket money to spend on tuck or other small items, please ask the Housemaster.

All pocket money and BSR are added to your parent's fee statement the following term.

Boarders **MUST NOT** keep large sums of cash (i.e. more than £50) in their room.

Boarders are strongly recommended to hold a British bank account. Opening a bank account is straightforward and there are several banks in Loughborough for boarders to choose. We can store any cash in the Denton safe while you arrange your bank account.



Support

If you are feeling unhappy, worried, or unsafe, the Boarding Team are here to support you.

In addition, you could speak to:

Your school matrons or the school doctor.

Your school tutor who you see at the start of every school day.

The school counsellors who can be contacted at **grammar.counsellor@lsf.org**. The school counsellors are based in the health and wellbeing centre adjacent to the school matron.

The school chaplain who can be contacted at **e.york@lsf.org**.

If you would like to speak to someone outside school:

Mrs Karup is always ready to listen. She is a retired matron of Loughborough Grammar School. You can find her number in the notice board in the Common Room.

You may also want to contact **OFSTED** (the government organisation that inspects boarding schools) on **0300 123 1231**.

You could also phone the **Office of the Children's Commissioner** on **0800 528 0731**.

The **Childline** number is **0800 1111**.

The **NSPCC** number is **0800 800 5000**.

Safeguarding

If you have any concern about your safety, or someone else's, contact Mrs Foster, **07731 014645**, or Mr Morris. They are the safeguarding team at school.

You can also use the online reporting system which is on your student dashboard.

Boarders' Chapel

Most Wednesday evenings during term-time, the boarders gather before their evening meal for a special meeting. In a busy school week, Boarders' Chapel is a time for us to be quiet and reflect on different themes.

The meeting is called Boarders' Chapel because it once took place in the Grammar School Chapel itself (now also known as the Wycliffe Room and in the building known as the Tower). The word 'chapel' refers to a kind of church, which is a place Christians gather for worship. Due to the history of Loughborough Grammar School, which began in a local church, our weekly meeting retains some of the elements of Christian worship, often including readings from the Bible and prayers, which you are invited to listen to and join in with.

Often, we will have a visiting speaker who will be introduced by the Chaplain. You will be able to talk to them after Chapel if you wish. Also, if you would like to talk about the Christian faith, or pray with someone, the Chaplain is happy to do so. Attendance at Boarders' Chapel is compulsory, and we expect all boarders to show respect for each other, our visitors, and the ideas shared, but we do not force anyone to say anything that contradicts their own beliefs.



Rev E York, the School Chaplain

Holiday Arrangements

Your parents or your UK guardian will be required to provide details of your holiday arrangements well in advance. Boarders must have a UK based guardian throughout their study at Loughborough Grammar School.

All boarders are required to leave during the school holidays at half-term, Christmas, Easter and Summer.

Transport

The school provides transport for international boarders (subject to seat availability) to London Heathrow airport on the last day of school. A return service can also be arranged with the Housemaster for collection from Heathrow one day before the start of term.

Early Departure

Boarders should not, unless under extraordinary circumstances, leave before the last day of school. The Headmaster expects all boarders to arrive on-time and stay right through the final assembly on the last day of each term. However, there are times when flight bookings make staying until the last day impossible for some boarders. In such cases, parents should write to the Housemaster and ask permission.



Keeping in Touch with Home

The easiest way to keep in touch is with your mobile phone or computer. If you are having problems, parents can arrange with Mr and Mrs Blackman to call the housemaster's phone to talk to you. There is a Quiet Room in the Medical Centre where boys are able to make calls in private if they wish to use it.

Basic postal fees are included in the school fees. Boarders who wish to post letters to their parents, relatives and friends can give them to the Housemaster and he will post them for you. The address of Denton House is:

**Denton House,
7 Burton Walks,
Loughborough,
Leicestershire,
United Kingdom,
LE11 2DU.**



Complaints

There may be a time when you want to make a special (or formal) complaint, especially if you have tried other ways to sort it out but are still unhappy. It is up to you to decide to whether you deal with it alone, seek help from others or decide to make a special or formal complaint.

If you decide to complain formally, here is what you should do:

1. Write to your Housemaster or to the Headmaster explaining what the problem is.
2. The person you have written to will make a careful record of your complaint.
3. The person you have written to will speak to you and tell you that they have received your complaint, and that it will be attended to within two days.
4. You will then be asked to talk about your problem with that person. If you want to you may invite any pupil or member of staff to come with you to that meeting.

If at any stage you are still dissatisfied you may contact **OFSTED** (the government organisation that inspects schools) on **0300 123 1231** and they will advise you. At that stage it will be up to you to make a decision, based upon their advice.

This system has been laid down by the Children Act 1989 and represents your rights under the law.

Statement of Principles

The following are the five principles upon which boarding at Loughborough Grammar School is based:

1. Being an open and trusting school, boarding is based upon mutual respect for all members.
2. Each boarder has the right to be able to work, play and relax free from abuse, intimidation, harassment, teasing and bullying.
3. There is equality of opportunity and respect for all boarders, regardless of ethnicity, culture, gender or disability.
4. Each boarder has the right to extend his intellectual growth in an atmosphere of positive encouragement and in conditions that are conducive to work.
5. Despite the often great distance separating boarders from their families, links with parents are seen as an indispensable part of the support and development of boarders in this school.

Statement of Intent

Boarding primarily exists to enable boys to attend Loughborough Grammar School who would, by reason of distance or domestic circumstance, otherwise be unable to do so, and whilst doing so take as full a part as possible in the varied life of the school.

Each House provides a comfortable, safe and caring term time home, where each boy feels of value, and can through a range of social contact, academic support, and compassionate guidance, be helped to achieve all to which he aspires.

Contact Details

School website: www.lsf.org/grammar
School main switchboard: 01509 233233

Mr and Mrs Blackman,
Denton Housemaster and Housemistress

Landline: 01509 283744
Email: c.blackman@lsf.org
Address: Denton House
7 Burton Walks,
Loughborough,
Leicestershire,
LE11 2DU,
United Kingdom.



Loughborough Grammar School
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