



SEDBERGH INTERNATIONAL SUMMER SCHOOL

Boarding Policy	
Extent of policy	Sedbergh International Summer School
Policy owner	Gemma Newton
Frequency	Annual
Publication	Staff Training Parent & Pupil Handbook Website

This policy should be read with the Safeguarding Policy, Student Supervision Policy, Medical Policy, Missing Child Policy, Behaviour Policy, Anti-Bullying Policy and Transport Policy.

Purpose

This policy sets out how boarding provision is organised to ensure safe, supportive and inclusive care for pupils attending Sedbergh International Summer School.

The Summer School provides boarding as a key part of its immersive English-language programme and pastoral care model.

Context

The Summer School welcomes pupils from a wide range of countries and backgrounds. Boarding is central to language immersion, independence, friendship and cultural understanding.

Boarding arrangements are designed to support:

- pupil safety and welfare;
- personal development and community living;
- effective communication with home;
- consistent standards of care across all houses.

Principles Of Boarding Care

The Summer School will:

- provide a secure, supervised and caring boarding environment;
- maintain clear routines and boundaries;
- promote respect, kindness and inclusion;
- support each pupil's physical and emotional wellbeing;
- ensure that pupils know how to seek help at any time.

Boarding Accommodation

Boarding houses are staffed by trained pastoral teams and provide accommodation suitable for the age range of pupils attending the Summer School.

Key boarding features include:

- boys and girls accommodated separately;
- mixed-nationality rooming arrangements where practical to encourage integration and English communication;
- house social spaces for supervised relaxation;
- access to laundry provision according to published schedules;
- clear nightly routines and registration points.

Room allocation will consider age, welfare, language, safeguarding and operational factors.

Staffing And Supervision

Boarders are always under the responsibility of identified staff.

The Summer School will ensure:

- duty rotas that provide appropriate day and night supervision;
- visible access to duty staff and emergency contact details;
- supervision ratios and practices in line with student age, numbers and risk;
- handover procedures between daytime and overnight staff;
- clear escalation routes to senior staff and welfare/medical support.

Daily Boarding Routines

Boarding teams will maintain structured routines that include:

- wake-up and morning registration;
- attendance checks at key transition points;
- evening house check-ins and bedtime registration;
- supervised free-time expectations;
- sign-in/sign-out and movement controls as required.

Any unexplained absence will be acted on immediately in line with Missing Child procedures.

Pastoral Care and Wellbeing

The Summer School recognises that pupils may experience homesickness, fatigue, anxiety or culture shock.

Boarding and welfare teams will:

- monitor pupils daily and intervene early where concerns arise;
- provide access to welfare and medical support;
- support healthy routines (sleep, hydration, meals and rest);
- encourage age-appropriate independence and resilience;
- communicate concerns to parents/agents when appropriate.

Medical and Health Arrangements in Boarding

Boarding staff work alongside welfare/medical teams to support pupil health.

This includes:

- referral procedures for pupils who are unwell;
- medication management in line with Medical Policy;
- infection control and isolation protocols where necessary;
- emergency response procedures, including calling emergency services when required.

Safeguarding In Boarding

All boarding practice must be safeguarding-led.

The Summer School will:

- maintain clear professional boundaries between staff and pupils;
- ensure pupils know who they can speak to in confidence;
- act promptly on any safeguarding allegation or concern;
- provide staff training appropriate to boarding responsibilities.

Visitors and contractors in boarding areas are managed in line with visitor and safeguarding controls.

Behaviour, Bullying and Community Standards

Boarders are expected to:

- treat others and their environment respectfully;
- follow house rules and staff instructions;
- use English as the common language of communication where reasonably possible;

- avoid behaviours that intimidate, exclude or undermine others.

Bullying, harassment, discrimination, substance misuse, possession of prohibited items, or repeated serious misconduct will be addressed under relevant behaviour and safeguarding procedures.

Communication With Families

The Summer School will support regular communication between pupils and home while maintaining healthy routines and supervision.

Where significant pastoral, behavioural or medical issues arise, parents/guardians/agents will be informed promptly and appropriately.

Personal Property, Money and Valuables

Pupils are expected to look after their own possessions.

The Summer School will:

- provide practical guidance on safe storage of valuables;
- communicate arrangements for pocket money and spending;
- maintain procedures for reporting loss or theft.

The Summer School cannot guarantee against loss of personal cash/items where pupils do not follow advised safeguards.

Boarding During Disruption or Emergency

Where incidents affect normal boarding operations (for example severe weather, travel disruption or public health events), the Summer School may:

- temporarily regroup pupils for safety and supervision;
- adjust routines, rooming and staffing patterns;
- communicate revised arrangements to families;
- maintain safeguarding and welfare standards as first priority.

Complaints, Feedback and Monitoring

Pupils and parents can raise concerns through published welfare and complaints routes.

The Summer School will:

- log and review boarding incidents and concerns;
- identify trends and required improvements;
- review this policy annually or earlier if needed.

Relevant Policies

- Safeguarding Policy
- Student Supervision Policy
- Medical Policy
- Missing Child Policy
- Behaviour, Sanctions & Rewards Policy
- Counter-Bullying Policy
- Transport Policy
- Major Contingency Plan