



SEDBERGH SCHOOL

PARENT HANDBOOK

2018 - 2019



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WELCOME

Dear Parent

Every one of us at Sedbergh is enormously proud of our School; what it stands for and all that our pupils achieve.

Our purpose is to ensure that Sedberghians have the skills and qualifications to compete with the best, the resilience to thrive under pressure and the attitude to capitalise on the opportunities that lie before them. These are the essential qualities which our children require as they face the challenges and opportunities of the future.

We know that our children will best flourish if they lead rich and varied lives to develop the fullest range of their talents to the optimum. Thus we are proud of the range of our curriculum, our sporting and musical heritage and the extraordinary breadth of our extra-curricular provision. Set on the boundary between the Yorkshire Dales and Lake District National Parks, there are few such inspirational places to live, work and learn.

We believe that our setting, our values and our commitment to full boarding make our School truly unique. Only in a true boarding community is it possible to find such a full and varied education where staff and pupils work together; 24 hours-a-day, seven days-a-week. Sedbergh is a forward-looking boarding School which provides the time and space to inspire interests and nurture friendships which will last a lifetime.

We delight in the diversity of our pupils who bring a richness of experience and enthusiasm to Sedbergh and challenge us to find a niche in which every individual may excel and be valued for all that they achieve in every sphere. The self confidence that this engenders enables pupils to capitalise on new situations and challenges. It also generates the humility to acknowledge the success of others, the compassion to support those who encounter difficulties and maturity so that our pupils take responsibility for themselves. Sedberghians may be confident, but never arrogant.

We expect our pupils to leave Sedbergh as complete young adults, secure in themselves, focused on a path for the future and with the confidence to make wise decisions that enhance their lives and the lives of those around them.

The Admissions Policy gives full details of the Governors' requirements and policy of the School with respect to a pupil's admission and is issued to all parents prior to their son's or daughter's entry to Sedbergh.

A pupil is admitted upon condition that their parents or guardians agree in writing to accept the School's Terms and Conditions. Parents should please refer to the Terms and Conditions as much as possible as these form the contract between you - the parent - and the School. The rest of the handbook is not contractual but provided by way of information. The Terms and Conditions may be amended from time to time, and their provisions, subject to any such amendments, will continue to apply throughout the period a pupil is attending the School, regardless of their age.

The published School Rules form part of this commitment; these are displayed on School Notice Boards, and a copy is sent to all parents before a pupil comes to Sedbergh.

With best wishes for a most successful and rewarding experience at the School.

Andrew Fleck

Principal

School Mission Statement

To nurture each Sedberghian so that they realise their full potential in a unique and rigorous environment of excellence; characterised by committed endeavour, moral purpose and integrity of contribution.

The School will:

- a) Identify and develop the potential of its pupils in a variety of areas: academic, artistic, cultural, sporting, personal, social and spiritual; secondly, help them to obtain the best possible qualification; thirdly, prepare them for the opportunities, responsibilities and experiences of life
- b) Provide a welcoming, friendly and supportive environment which recognises the worth of each individual within the collective boarding atmosphere of the School;
- c) Provide a fulfilling working environment for its staff, both teaching and non-teaching, and encourage their development;
- d) Liaise closely with the parents of its pupils and encourage them to share in the life of the School and the House.

Boarding Principles

Sedbergh's pastoral care and belief in timeless values creates an unrivalled provision for boarding. As a truly full boarding school, Sedbergh prides itself on the lifelong relationships and friendships forged within the boarding houses. Pupils are afforded the opportunities to develop ambitions, resilience, tolerance and community living in a house supported by House Staff who recognise and celebrate achievement. Sedbergh's boarding believes in the development of discipline within a modern framework of concern for others with a focus on the Christian values of compassion and humility.

Sedbergh's houses maintain the heritage of the School and allow Sedberghians to feel part of a greater picture of history; they live and work in a house safe in the knowledge that thousands of Sedberghians have passed before them with the same values, ethos and understanding of the beauty of the landscape in which they are situated. The unique house dining structure allows for the development family culture within the wider school structure. Pupils are challenged, removed from their comfort zones and supported as they venture into activities, new academic spheres and new ambitions. Sedbergh's boarding provision makes pupils brave enough to challenge themselves.

GOVERNORS

The Governing Body is responsible for the long-term strategic development of the School, its ethos and compliance with required standards and laws. They fulfil the role of Company Directors and are alumni, current and former parents, interested individuals and a small number of ex-Officio appointments. Board members are selected in order to provide a balance of skills to guide the School and support the Principal and the Executive team.

Chairman:

Hugh M Blair CPFA

Management consultant, former Sedbergh parent (four children through the School). Former partner in KMPG now investing in the technology and services sector.

Ex Officio:

A Representative of The Most Revd & Rt Hon The Lord Archbishop of York

[The Ven Nick J W Barker]

Retired Anglican priest; former parent (four children through the School). Old Sedberghian. Safeguarding Governor.

Her Majesty's Lord Lieutenant of Cumbria

[Mrs Claire T Hensman]

Board member of University of Cumbria, former High Sheriff of Cumbria and non-executive Director of Westmorland Hospital NHS Trust; previously Deputy Pro-Chancellor of Lancaster University.

Representative:

Dr Emma J L Waring MA (Cantab), LL.M (Harvard)

[St. John's College, Cambridge]

Property Law lecturer at University of York, formerly Fellow and College Lecturer in Law at St John's College, Cambridge. Interviewer for Harvard Law School. Chair of the Education Sub-Committee.

Co-optive:

Her Honour Judge Bancroft, MA (Oxon)

Northern Circuit Judge. Old Castertonian. Former member of the Casterton Old Girls' Association Committee. Safeguarding Governor.

Mrs Louise Bates BA

Director, Bannister Bates Property Lawyers; former Casterton and Sedbergh parent.

A Jeremy N Bedford BA

Investment advisor, Old Sedberghian and Morehead Scholar. Formerly Vice President of Salomon Brothers Investment Banking and Equity, Executive Director Equity of Morgan Stanley and Head of Equity Sales for UK, SA and US Investec Bank. Chairman of the Sedbergh School Foundation.

John D Campbell OBE FRSA

Current parent. Global Head of Strategic Clients, Aberdeen Asset Management. A member of the British Army Cresta Team 1986-87.

Ian W Durrans BA (Oxon), ACA

Private equity consultant; former senior partner at PwC with over 25 years' experience of multinational deals for both private equity and corporate clients. Old Sedberghian.

Sir Roger Gifford MA (Oxon)

UK head of Skandinaviska Enskilda Banken (SEB). Patron of MyBnk; Trustee of the St Paul's Cathedral Foundation; Chairman of English Chamber Orchestra & Music Society, the City Music Foundation and the Tenebrae Choir. Former Lord Mayor of London. Old Sedberghian.

Richard J Gledhill MA (Cantab) [*Chairman of the Executive Committee*]

Member of the Natural Environment Research Council Executive Board. Commissioner on the Board of the Independent Commission for Aid Impact. Formerly leader of PricewaterhouseCoopers global climate change network and a member of the cabinet of the G20 Taskforce on Low Carbon Prosperity. Old Sedberghian. Chairman of Sedbergh School International Ltd.

Lt Gen Sir Andrew R Gregory KBE, CB, MA (Cantab)

Commander of SSAFA. Master Gunner, St James's Park. Recently retired Deputy Chief of the Defence Staff (People). Old Sedberghian.

Richard N Papworth BA (Oxon)

Former parent. Recently retired Divisional Managing Partner with Addleshaw Goddard LLP, Leeds. Governor with oversight of health and safety in the School.

Michael R Piercy BA

Headmaster of The New Beacon School, Sevenoaks.

John H B Warburton-Lee

Current parent. Director of AWL Images Ltd, a premium brand travel image library, and farmer. Former officer in the Welsh Guards, including leading overland expeditions through North and South America, and Africa.

Clerk to the Governors, Chief Operating Officer & Bursar:

P S Marshall, TD

Principal

The Principal has overall responsibility for the principles and policies which direct the education and pastoral care provided at Sedbergh School and Sedbergh Prep School, working closely with and supporting the Headmasters of both Schools. He provides strategic direction and planning to the organisation and reports to the Board of Governors.

Mr Andrew A P Fleck, BSc (Nottingham), MA (Sussex)

Headmaster

The Headmaster is responsible to the Board of Governors for all operational activities of the Senior School. This includes all academic, pastoral, safeguarding and extra-curricular activities and care. He is responsible for staff deployment, management and performance.

Mr Dan J Harrison, MA (Cantab)*

Deputy Heads

Deputy Head: Mr Colin Gunning, BEd (Manchester Met), MEd (Buckingham) [*Head of Chemistry*] *

Deputy Head: Mrs Lotte E Wright, BA (North Carolina) [*English*] *

Director of Studies

Mr Tom S Bennett, MA (Cantab) [*Geography*] *

School Chaplain

The Revd P L Sweeting, BSc (Lancaster), BA (Dunelm) [*Religious Studies*]

* member of the Senior Management Team

ACADEMIC STAFF

J R D Morgan, BA (Lancaster)	<i>[Geography & History]</i>
H R Davies, BSc (Cardiff)	<i>[Mathematics]</i>
Mrs C M Morgan, BSc (Dundee)	<i>[Head of Mathematics]</i>
Mrs A P Kennedy, BA (Norwich School of Art & Design)	<i>[Fine Art & Graphic Communication]</i>
Mrs H J Christy, BEd (Reading)	<i>[EAL]</i>
C P Mahon, BSc (Roehampton)	<i>[Physical Education]</i>
Mrs P J F Prall, BA (Bristol)	<i>[History & Counter-Bullying Officer]</i>
J D W Richardson, BA (Leeds)	<i>[Physical Education]</i>
Mrs C S Hall, BSc (York)	<i>[Mathematics]</i>
Mrs G E Parry, BA (Londin)	<i>[English]</i>
J H Seymour, BA (Dunelm), LTCL, PGDipTh	<i>[Music]</i>
S J Cooling, BSc (Leeds)	<i>[Head of Geography]</i>
Miss R C Holmes, BSc (Hull)	<i>[Physics]</i>
S W Oliver, BA (Leeds Carnegie)	<i>[Director of Sport & Extra-Curricular Activities]</i>
J D Lidiard, MA (Oxon)	<i>[Head of Classics]</i>
S R Arnold, BA (Brunel)	<i>[Head of Design]</i>
M P Speight, BA (Dunelm)	<i>[Classics & Head of Cricket]</i>
M L McVoy, Soc Sci (Open)	<i>[Business Studies & EPQ]</i>
B Williams, BEd (Worcester)	<i>[Chemistry]</i>
Miss L M Sdao, BEd (Crewe & Alsager)	<i>[PE & Head of Girls' Sport]</i>
C F J Allinson, BA (Southampton), MMus (Southampton)	<i>[Director of Music]</i>
G J Downes, BA (Swansea), MA (Swansea), PhD (St Andrews)	<i>[Head of English]</i>
M J Appleton, BEng (Exon)	<i>[Head of Physics]</i>
Miss C Bettney, BSc (Swansea), TESOL (Cambridge)	<i>[Head of EAL]</i>
Mrs T A Gunning, BA (Southampton)	<i>[Business Studies]</i>
Mrs J M Macdonald, BSc (Dunelm)	<i>[Chemistry]</i>
A McMeechan, MSc (Glasgow), PhD (Bristol)	<i>[Head of Science & Biology]</i>
Miss H L Rowland, BA (Nottingham)	<i>[Geography]</i>
C J Swainson, BSc (Dunelm)	<i>[Physics & Mathematics]</i>
A D P Worgon, BSc (Bangor), MSc (Bangor), PhD (L'pool John Moores)	<i>[Chemistry]</i>
D I Lewis, BSc (Lancaster)	<i>[Mathematics]</i>
Mrs M J Corrigan, BA (Bedford)	<i>[Learning Support]</i>
F E Kearton-Gee, BA (W of England)	<i>[Art & Graphic Design]</i>
M W Shopland, BA (Leeds Met)	<i>[Physical Education & Head of Hockey]</i>
Mrs C J Want, BA (Newcastle)	<i>[Head of Drama]</i>
R J Parker, BEd (Exon)	<i>[Design Technology]</i>
Mrs A L Killgren, BA (Warwick)	<i>[English]</i>
P C Lucas, BSc (Cardiff), CPsychol	<i>[Head of Psychology]</i>
A K Raikes, BEd (Nottingham)	<i>[Mathematics & Learning Support]</i>
S Mulholland	<i>[Head of Boys' Games & 1st XV Coach]</i>
Ms L E Bolton, BA (Manchester Met)	<i>[Head of Art]</i>
Mrs R M Chamberlain, MA (St Andrew's), MSc (Edinburgh)	<i>[Mathematics]</i>
P J E Coke, BSc (Brunel)	<i>[Head of Physical Education]</i>
Mrs E A Lewis	<i>[Learning Support]</i>
Miss S J Pittman BA (Cumbria)	<i>[Design Technology]</i>



SEDBURGH
SCHOOL

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C M Wakeford, MSc (UWIC), MSc (Bath)	<i>[History]</i>
Mrs E L A Richardson, BSc (Leeds)	<i>[Biology]</i>
Mrs H E Fletcher, BA (Newcastle)	<i>[Head of Religious Studies]</i>
R N D Follett, MA (Buckingham)	<i>[Head of History]</i>
Mrs S L Lucas, BSc (Derby)	<i>[Psychology]</i>
S R Sharma, BA (Oxon), MPhil (Oxon)	<i>[Classics]</i>
Miss W Swan, BA (Dunelm)	<i>[Head of Modern Foreign Languages]</i>
R S Wells, BSc (St Andrews), MSc (City/Athens)	<i>[Science]</i>
Mrs A Nunn, Dip. SplD, CPT3A (Dyslexia Action/British Psychological Society)	<i>[Head of Learning Support]</i>
Miss L J Adcock, BA (E Anglia), MA (E Anglia), PhD (E Anglia)	<i>[Modern Foreign Languages]</i>
D Kidney, BA (Edge Hill)	<i>[Religious Studies]</i>
J D Field, BSc (York)	<i>[Physical Education]</i>
A J Suddes, BSc, (Leeds)	<i>[Physical Education]</i>
Miss A Bauset-Benavent, MA (Valencia)	<i>[Modern Foreign Languages]</i>
T S Bennett, MA (Cantab)	<i>[Geography]</i>
B N Davies, BA (Liverpool)	<i>[English]</i>
A J Hurst, BSc (Surrey)	<i>[Biology]</i>
M J Kielty, MA (Cantab), MA (London), MA (Manchester)	<i>[English]</i>
Miss L J Luckham	<i>[Modern Foreign Languages]</i>
Miss E M McGowan, MGeol (Leicester), PhD (Lancaster)	<i>[Head of Geology]</i>
A L R Nunn, BSc (Liverpool John Moores)	<i>[Biology]</i>
T M Robinson, MA (Dunelm)	<i>[Head of Economics & Business]</i>
D Seddon-Roberts, BSc (Manchester)	<i>[Mathematics]</i>
Miss V L Otterburn, BA (Murdoch)	<i>[GAP Graduate – Girls' Sport]</i>
J MacFarlane, BSc (Exeter)	<i>[GAP Graduate – Boys' Sport]</i>
Miss C A Westall, BSc (London)	<i>[GAP Graduate – Science]</i>
Miss M S S Yacoub, BA(Southampton)	<i>[GAP Graduate – Music]</i>

Housemasters/Mistresses

<i>Carus House</i>	Mrs Tracey Gunning
<i>Evans House</i>	Mr Jonathan Lidiard
<i>Hart House</i>	Mr Matt McVoy
<i>Lupton House</i>	Mrs Jenny Macdonald
<i>Powell House</i>	Mr John Seymour
<i>Robertson House</i>	Mrs Hayley Christy
<i>School House</i>	Mr Peter Coke
<i>Sedgwick House</i>	Mr Stuart Oliver
<i>Winder House</i>	Mr Christopher Mahon

Year Group Heads

Director of Studies	Mr T S Bennett
Head of Sixth Form & Year 13	Miss H L Rowland
Head of Year 12	Mr D I Lewis
Head of Year 11	Mrs J M Macdonald
Head of Year 10	Mr C J Swainson
Head of Year 9	Mrs A L Killgren

Librarian

Mrs G Suttle, BA (Gloucestershire)

Editor 'The Sedberghian'

M A F Raw, MA (Cantab)

Archivist

Mrs K de la Rivière, MA (Glasgow), MSc (Glasgow)

GENERAL INFORMATION

Boarding Staff

The Housemaster/mistress is responsible for the day to day running of the House and the welfare of your son/daughter. They live within the Boarding House and are assisted by Assistant Housmistresses/masters and Tutors.

The Tutors, as well as having responsibility for a group of tutees within the House will undertake duties on evenings and at weekends. Your son or daughter's tutor may be contacted regarding any academic issues you may have. The Houses are staffed by caring, committed and friendly people from a wide range of backgrounds and with a wide range of interests, who all have a common interest in providing a supportive atmosphere within which your son or daughter will grow and develop.

Administration

Parents are asked to ensure that changes of address, telephone number and e-mail are notified promptly to the Headmaster's PA, Sedbergh School, Sedbergh, Cumbria, LA10 5HG (hm@sedberghschool.org). Details of contact telephone numbers, addresses and e-mail whilst parents are away from home should be notified to their son or daughter's Housemaster/mistress before departure.

Those parents who are divorced or separated, or who hold joint custody or interest in a pupil's progress are welcome to apply to the Headmaster's PA for a copy of their son's or daughter's End of Term Report and the accompanying papers sent to parents at the end of each term. In such cases, the original Report is usually forwarded to the parent responsible for the payment of the School Bill.

School Calendar

All parents receive a copy of the School Calendar at the beginning of each term which contains details of sporting fixtures and other events, and which helps parents to plan their visits to the School to support their son or daughter in their activities, particularly at weekends. The School Calendar can also be accessed via the website under News & Events.

Flight Information

For information on term dates, permissible flight times and transfers for pupils resident overseas, please use the following links:

[2018 - 2019 Term Dates & Flight Times](#)

[Provisional Term Dates and Flight Times for 2019 - 2020](#)

Communication with Home

Parents will always be informed of any matters of concern and should feel free to let us know of any concerns they may have - and encourage their son or daughter to do likewise. Housemasters and Housemistresses are always willing to meet with parents informally or by appointment for a private discussion.

The level of informal communication between staff and parents is naturally high for many parents, but we acknowledge that there are some who are unable to visit frequently. Therefore, communication through email, Skype or by phone calls should ensure that parents are kept up to date with the progress and welfare of their son or daughter.

Pupils can telephone home when they are not involved in School Activities during the day or evening. Communication can also be made via email or Skype. However, parents should avoid situations whereby a son or daughter becomes overly reliant on communication with home, to the detriment of settling in and joining in activities in School and the House.

Portable Electrical Equipment

Please refer to the School's Electrical Rules contained in the [Health and Safety Policy](#). The School cannot take any responsibility for injury or damage caused by defective private equipment used in the School; it is not covered by the School's insurance.

Books and Stationery

The School has its own Book Room and Stationery Store. Text books will be issued on a loaned basis by the teachers and must be returned after use. Certain text books which require workings, calculations or records of the individual pupil and which cannot be reused may be chargeable. Otherwise, the cost of text books is included in the fees. Books which are not returned for any reason will be charged at replacement cost.

Where applicable, the cost will be included on the invoice at the end of each term as an extra, along with any personal items of stationery purchased at the Store.

Calculators

All pupils in Years 9 to 11 will require a calculator on their arrival at School. They will also require a Math's Set to include a compass, protractor and ruler. Pupils in the 6th Form, studying a course with a Mathematical content will also require a calculator.

Teaching is based on the assumption that pupils have VPAM (visually perfect algebraic model) calculators. The Casio fx-83GT Plus (cost approximately £10) is ideal and can be bought from the School Stationery Store at the beginning of Term or throughout the year.

Pocket Money

Pocket money is not issued to a pupil by the School. An allowance from a parent to their son or daughter of about £50 per half term is quite sufficient. A pupil may lodge this money with their Housemaster/mistress for safe keeping and can draw on it as required. Whilst at School, the possession by a pupil of their own cheque book, Bankers Card or any other Credit Cards remains entirely the responsibility of the pupil and his or her parents. At present there are two cash point machines in Sedbergh located outside the Spar Supermarket and towards the far end of Main Street.

Overseas pupils who need to open a UK bank account will need to make arrangements with their Matron in-House, as the nearest bank branches are in Kendal. A letter will need to be obtained from the Bursary confirming residence.

Sixth Form Bar

The Bar is supervised and is open at the times advertised, for use by members of the Sixth Form who have written parental approval. The appropriate form can be found on the school's website - **Parent Handbook - Admissions Forms** and should be returned before the start of term

School Tour Policy

It is the policy of the Governors that no pupil may undertake School representative trips for Sport, Music, Drama, etc, in the holidays and which involve parental funding, where a parents' financial obligations to the School have not been met, or are otherwise not to the satisfaction of the School.

Exeats

It is advised that Pupils may take one Exeat (permission to stay out of School overnight Saturday) per half Term. Parents must request an Exeat for their son or daughter in writing/e-mail from the Housemaster/mistress at least forty-eight hours in advance. Some weekends may be debarred from Exeat requests. Pupils may only take an Exeat provided they have no official School commitments and subject to the usual leave out times (see Visiting).

Our curriculum time is matched to the demands of exam courses; Saturday morning lessons represent over 10% of the teaching time and for this reason, we do not allow Exeats starting on Fridays. Neither do we allow early leave after lessons on a Saturday because much of the value of a Boarding School education comes through the weekend extra-curricular programme. Our programme was judged to be "exceptional" by the Independent Schools Inspectorate in May 2017. Alongside traditional and individual sports, a range of adventurous activities are included, the Music, Design and Art Departments are open, and we have recently introduced visits to important cultural centres and cities. For this reason, Exeats may not be taken until activities have ended.

Exeats should be taken outside Sedbergh.

Parents are asked that requests for time out of School on other occasions is kept to a strict minimum although it is recognised that in all families there will occur, from time to time, events which it is proper for the whole family to attend. Applications for time out of School are made, in the first instance, to the Housemaster/mistress.

Visiting

Parents and guardians are most welcome to visit the School during term time. Every parent is given a copy of the School Calendar at the start of each term; this contains details of Chapel Services, sporting fixtures, concerts, plays and other events. The support of parents and guardians is most welcome at any major School occasion. Parents should seek permission from Housemasters/Housemistresses before taking their child out.

In planning the timing and frequency of their visits parents and guardians should bear in mind that a large number of worthwhile voluntary activities take place at weekends at a boarding School, as well as time being available for academic study. Too frequent a visiting programme may inhibit a pupil from taking full advantage of the opportunities available. Housemasters/Mistresses will be happy to offer guidance in individual cases.

Chaplaincy

The Chaplaincy Team at Sedbergh School is led by The Chaplain, The Revd. Paul Sweeting. The Assistant Chaplains are Mrs Philippa Prall (Senior School) and Mr Dick Gorst (Prep School). All of the Chaplains are available to talk about a pastoral matter. They are available to pupils, and parents are welcome to contact them regarding their child. Their phone numbers are to be found in the usual places – their emails are pls or pjfp or rtg followed by @sedberghschool.org

SEDBERGH SCHOOL DIGITAL MEDIA

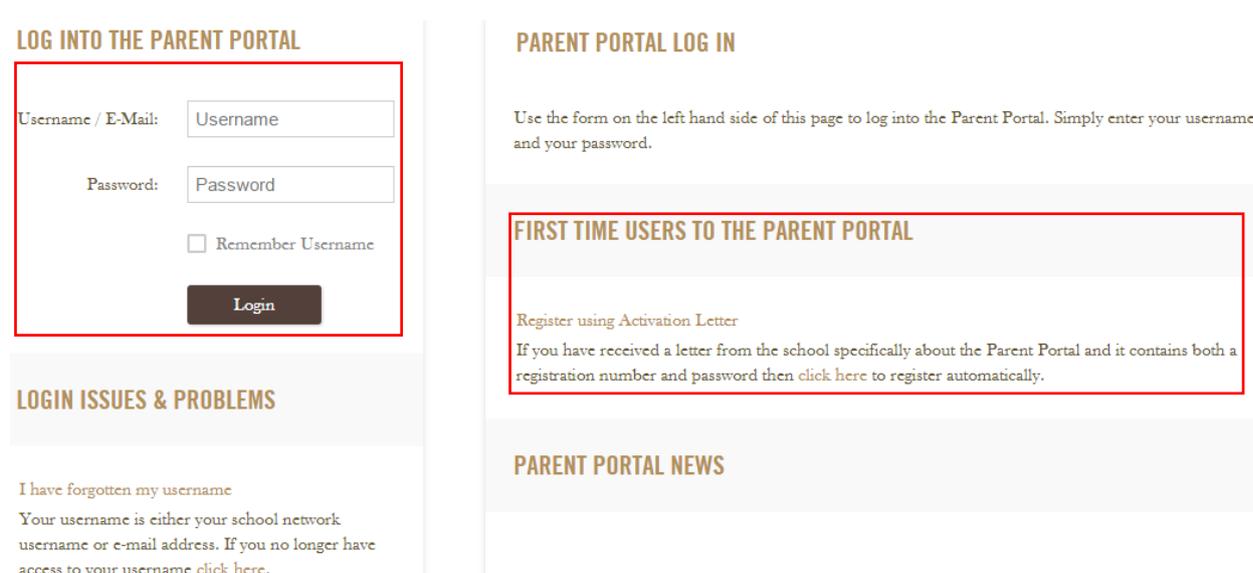
School Website (Senior & Prep) Link....<http://www.sedberghschool.org/>

Parent Portal Link....<https://parents.sedberghschool.net/api/login/>

Our comprehensive Pupil Management System contains a feature called 'Parent Portal' through which you can access a growing range of information about your child's progress in the School. The Parent Portal provides access to school reports, exam results, timetables, and a great deal more. You can navigate to the Parent Portal either by using the quick link above or alternatively, by typing the School's website address into the address bar within your browser. Scroll all the way to the bottom of the page and select >Online Parent Portal under the title **QUICK LINKS**. Example below:-



In order to access the parent portal you need to be a registered user. As a new parent to the school, you will receive your registration details automatically via email. In the event that these are not received then please contact Mr Luke Emsall (le@sedberghschool.org), who will be able to send you the necessary information. After the registration process is complete you will be able to login to the portal and access information about your child. Once you have logged on the first time, you will be asked to enter a password. Please choose something that is memorable, that does not contain your date of birth, your child's name or your address. You will be asked to give a security question and answer, just in case you forget your password. Please see example login page below:-



The image shows a screenshot of the Parent Portal login page. On the left, there is a section titled 'LOG INTO THE PARENT PORTAL' containing a login form with fields for 'Username / E-Mail:' (with 'Username' entered) and 'Password:' (with 'Password' entered), a 'Remember Username' checkbox, and a 'Login' button. Below this is a section titled 'LOGIN ISSUES & PROBLEMS' with a link for 'I have forgotten my username'. On the right, there is a section titled 'PARENT PORTAL LOG IN' with instructions to use the form on the left. Below that is a section titled 'FIRST TIME USERS TO THE PARENT PORTAL' with a link to 'Register using Activation Letter' and instructions for users who have received a letter from the school. At the bottom right, there is a section titled 'PARENT PORTAL NEWS'.

iSAMS APP (Android & IOS)

There is also a mobile phone/tablet app for both iPhone and Android for parents which will enable you to access most of the information contained in the School's **Parent Portal**. When you have

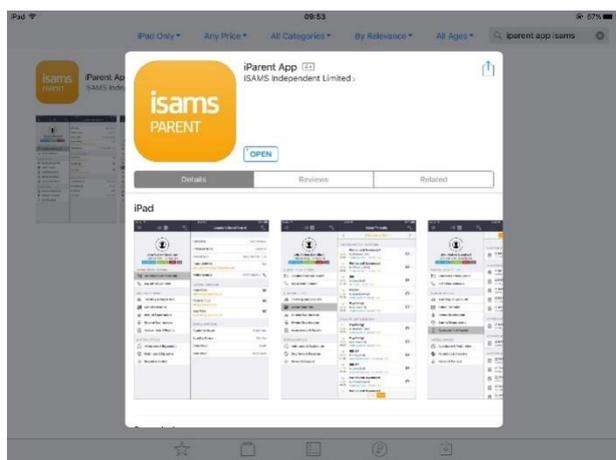
downloaded the app it will ask you for a school code which is **SEDB**. You can then login using your **Username** and **Password** which you created during the registration process. Please see example below.

Pupils also have their own Pupil Portal website and phone app. This provides them with access to their timetables, school calendar, examination entries and results. Pupils should login with their usual school email and password. Further pupil app functionality will follow.

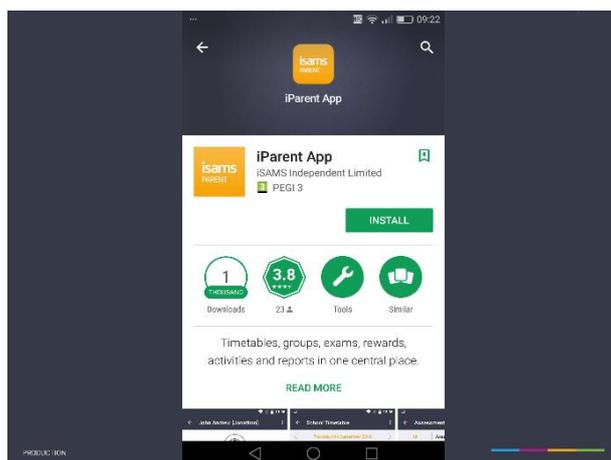
We do hope that you find this a smooth process and information published to the portal useful and convenient. Should you experience any difficulties please email Mr Luke Emsall. Please see example below.



iPhone Users (IOS) App Store
1) Download **iSAMS PARENT** App



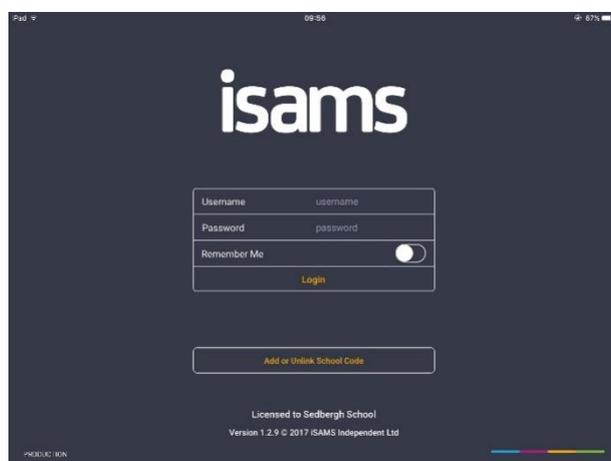
Android Users (Google Play Store)
1) Download **iSAMS PARENT** App



3) Enter the School Code **SEDB**



4) Enter your **Username** and **Password**



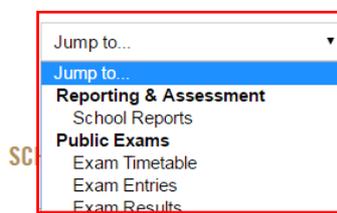
Once logged into the Parent Portal, you will have access to School Reports, Exam Timetables, Exam Entries and Exam Results, accessible via the **QUICK LINKS** drop down menu as in the example below.

Report Publications

Throughout the academic year, as reports are published to the Parent Portal you will be able to view and or download them from the locations outlined in red below, **image 1**. When you select your child's name, **image 2** will appear. Here you can choose to view Internal Exams, Public Exams or School Reports. Selecting School Reports will present you with **image 3**. Here, you can download your child's report by selecting the download icon outlined in red below.

1)

QUICK LINKS



18:00 depart for Lower S...

< CHANGE DAYS >

MY CHILDREN

Henry Leeming [12]
Current

2)

SCHOOL PROFILE

Options to view and manage Chloe's school profile are displayed below.

Internal Exams

Use this option to view and export Chloe's internal exams.

Public Exams

Use this option to view and export Chloe's public exams.

School Reports

Use this option to view and export Chloe's school reports and assessments.

3)

GUS'S SCHOOL REPORTS

[School Reports Home](#) | [School Reports](#)

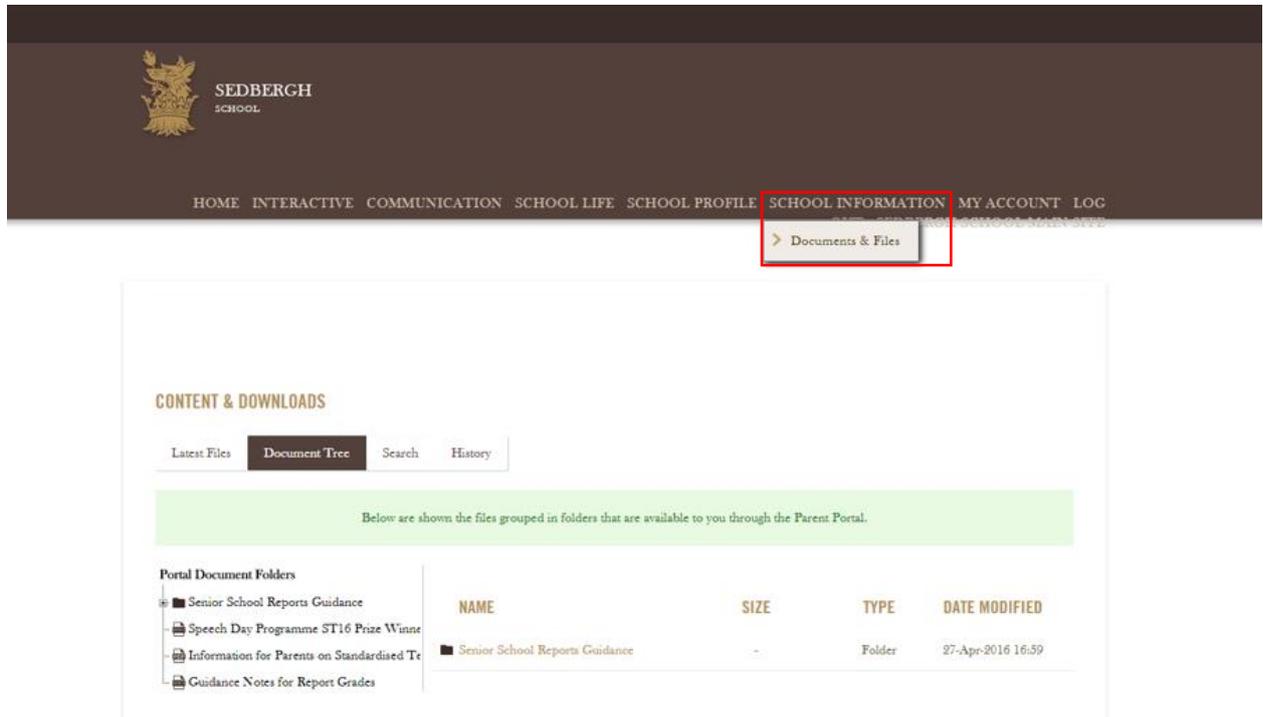
Change Child: Gus Ames

Listed below are all of the reporting cycles that have been published.

REPORT CYCLE	REPORTS	PUBLISHED	DOWNLOAD
SS 2017 ST1 (Summer Term of 2016/17)	18	20 May 2017	
SS 2017 LT2 (Lent Term of 2016/17)	19	31 March 2017	
SS 2017 LT1 (Lent Term of 2016/17)	19	10 February 2017	
SS 2016 MT2 (Michaelmas Term of 2016/17)	19	19 November 2016	
SS 2016 MT1 (Michaelmas Term of 2016/17)	18	14 October 2016	

School Information

All other information, documents and files can be found on the School's website from the location shown below, outlined in red.



The screenshot shows the school's website navigation bar with the following items: HOME, INTERACTIVE, COMMUNICATION, SCHOOL LIFE, SCHOOL PROFILE, **SCHOOL INFORMATION**, MY ACCOUNT, and LOG OUT. A red box highlights the 'SCHOOL INFORMATION' menu item, which has a sub-menu 'Documents & Files' also highlighted in red.

Below the navigation bar, the 'CONTENT & DOWNLOADS' section is visible. It includes tabs for 'Latest Files', 'Document Tree', 'Search', and 'History'. A green banner states: 'Below are shown the files grouped in folders that are available to you through the Parent Portal.'

Under 'Portal Document Folders', there is a list of folders: 'Senior School Reports Guidance', 'Speech Day Programme ST16 Prize Winner', 'Information for Parents on Standardised Tests', and 'Guidance Notes for Report Grades'. To the right, a table lists these folders with columns for NAME, SIZE, TYPE, and DATE MODIFIED.

NAME	SIZE	TYPE	DATE MODIFIED
Senior School Reports Guidance	-	Folder	27-Apr-2016 16:59

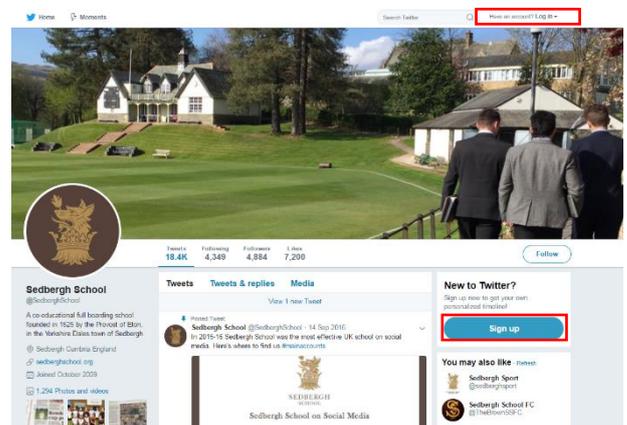
SOCIAL MEDIA

Facebook - <https://www.facebook.com/sedberghschool> Twitter - <https://twitter.com/SedberghSchool>

For both sites - if you already have an account you can login as usual. If not then you can select Sign Up and create an account as outlined in red below. This will enable you to view photos and further information about all the events that take place throughout the school year.



The screenshot shows the Facebook login page for Sedbergh School. It features a login form with fields for 'Email or Phone' and 'Password', and a 'Log In' button. Below the form, there are 'Log In' and 'Sign Up' buttons, both of which are highlighted with red boxes.



The screenshot shows the Twitter profile page for Sedbergh School (@SedberghSchool). The profile picture is the school's crest. The bio states: 'A co-educational full boarding school founded in 1525 by the Priory of Blank in the Yorkshire Dales town of Sedbergh. @SedberghSchool @SedberghSport @SedberghFC @TheSedberghFC'. The page shows 19.4K tweets, 4,349 following, 4,884 followers, and 7,200 likes. A red box highlights the 'Show all account LOG OUT' link in the top right corner.

LAPTOPS AND TABLETS

As technology evolves Sedbergh continues to actively develop our IT systems, considerable investment has been made this year to ensure we can meet the ever increasing demands of our pupils in the future. We have increased our broad band provision to 500Mb/s and have upgraded many of the switches and fibre links around the school site to ensure a fast reliable service.

Wi-Fi is available in all classrooms in School and we have recently expanded the provision in boarding houses to the point where all areas have coverage. It is important to note that all pupils have a wired connection in their study bedrooms and Wi-Fi is not intended to replace this.

All our pupils personal work files are held in the cloud enabling them to access these or other school resources anywhere in the world.

All pupils at Sedbergh should have a laptop to allow them to work in House and also to enable them to access IT facilities in Class. This is now accepted practice and will continue to grow as both pupils and teaching staff make increasing use of the wide range of resources available for teaching and learning.

'Tablet' technology continues to grow in popularity and can be useful for note taking in class and accessing web based resources. However for certain applications such as extended essay writing or using subject specific software they are not the appropriate technology. We would certainly encourage their use, but only in addition to a pupil owning a laptop.

We endeavour to support all operating systems less than two years old; and our aim is to produce a platform-agnostic environment at the school so pupils are free to purchase any device they choose. We do request that all pupil devices are clearly marked with their name for obvious security reasons and to simplify administration for our IT support team.

The IT department cannot offer specific advice on brands or models of computers however we have drawn up a suggested minimum specification for pupils with existing machines; 'Basic Specification' and a 'Recommended Specification', to help any parent considering purchasing a new machine for September 2018. We would suggest that any pupil owning a machine that does not meet the basic specification should strongly consider upgrading.

Basic Specification

Operating Systems	Windows 8.1 OS 10.9 Mavericks
Hardware	Intel Core i5 8GB RAM 250GB Hard Drive
Software	Microsoft Office 2016. Pupils can of course download MS Office 365 with 2016 versions free under our Education license.

Recommended Specification (Optimal)

Operating Systems	Windows 10 Mac OS Sierra
Hardware	Intel Core i5/i7 8GB RAM 1TB Hard Drive
Software	Microsoft Office 2016 Microsoft Publisher (only for those taking Design Technology at GCSE or above)

Due to the licensing deal the school has with Microsoft it is now possible to download MS Office for free, and install it on up to 5 devices. It is tied to the user's school email address, and as such will stop working shortly after a pupil leaves Sedbergh. This version includes Publisher on Windows based machines. **For new pupils** IT support sessions are provided shortly after arrival as email addresses cannot be issued in advance.

To download it, go to <https://portal.office365.com>, log in with the relevant school email address. Click on the 'cog' icon in the top right, select 'Office 365 Settings', and then 'Software'.

Windows machines need to have an up to date Anti-Virus program installed before connecting to the School network. **Microsoft Security Essentials/Defender** is perfectly adequate and causes the least conflicts with other software, it is **NOT** necessary to buy another specialist product. Accepted alternatives include the latest versions of: AVG, Avast, Kaspersky, McAfee, Norton, Panda and Sophos.

Microsoft Security Essentials is offered freely at:

<http://windows.microsoft.com/en-GB/windows/products/security-essentials>

Defender comes already installed on any Windows 8 machine or later

Pupils must ensure they have loaded the latest update of their chosen Anti-Virus software **within 48 hours before arrival at Sedbergh** otherwise it is likely the network will prevent them from joining.

Be aware of 'Free 60 Day Trials' of certain products that come preloaded on new machines, after 60 days unless you pay for them the machine is no longer protected and will be rejected by our network. You are advised to uninstall them.

We look forward to continuing to introduce new innovations to our teaching and will aim to continue to provide pupils with the access to a reliable, fast, and secure IT network.

For Pupils Resident Overseas

In addition to the standard advice given, there are a couple of ways you can help to ensure your child is able to access the services available at Sedbergh quickly and smoothly.

The start of the year can be very busy for IT support and it is not always possible to help every child immediately. We are aware however of the importance in the modern world of being able to communicate electronically, and of course that this is doubly so in the case of children from overseas.

What you can do to help:

- Please ensure they have updated their virus protection shortly before they arrive at the school – ideally within 48 hours prior to arrival. Our systems will scan their machine and it is a time consuming process to install up-to-date software if they fail this security check. Please see the earlier advice for acceptable packages.
- Please change the ‘Display Language’ to ENGLISH on your child’s computer operating system. Our technicians are unable to read languages other than English, this can slow down support considerably for both the pupil concerned and others if staff have to guess their way through menu options. To do so you may just have to ‘click’ on English as an option, or download a ‘language pack’ from the web; in extreme cases the purchase of an English version of the operating software may be required. Step by step advice can be found on the internet for whichever version of operating software they own. Children can be understandably reluctant to have their computer language changed, but it is worth reminding them that it will help improve their English as well as being a useful life skill, and it enables their peers and teachers to help them in class.
- Please ensure your child has an adaptor(s) that enables their charger(s) to plug into the British 3 pin mains electricity supply. These are easy to purchase in most airport duty free shops or are available online.
- We have occasionally encountered children who have been given by their parents old laptops but do not know the passwords that enable settings to be changed or software to be installed. Due to time differences it can be difficult for us to contact overseas parents promptly to resolve these issues. Please ensure if you are handing down equipment that all passwords have been removed or pupils know them, rather than just creating a new user account (i.e. one without administrator rights).

Parents should be aware that whilst we will always do our very best to offer support, help, and guidance to pupils we do not offer hardware repairs or install replacement components. We have a very limited stock of short term loan machines to cover accidents and breakages, but cannot guarantee to provide one at all times or for extended periods. Ensuring that a pupil’s equipment is covered by appropriate worldwide accidental damage/repair insurance may be worth considering if it is particularly valuable.

We would advise that laptops/tablets are very well protected during transit and that pupils have a protective bag/case to carry them in for day to day use.

We look forward to introducing new innovations to our teaching in September and will aim to continue to provide pupils with access to the reliable, fast, and secure IT network.

Luke Emsall
Director of IT
June 2018

SCHOOL CONTACT DETAILS

Mr Andrew Fleck
Principal

Mr Dan Harrison
Headmaster

Headmaster's Office **Tel:** 015396 20535
Sedbergh School **Email:** hm@sedberghschool.org
Sedbergh
Cumbria
LA10 5HG

Mr Hugh Blair
Chairman of Governors
c/o Clerk to The Governors
Sedbergh School
Malim Lodge **Tel:** 015396 20303
Loftus Hill **Email:** chairman@sedberghschool.org
Sedbergh School
Cumbria
LA10 5RY

Sedbergh School Medical Centre **Tel:** 01539 718 164 **Fax:** 015396 20586

Correspondence

All correspondence about **financial** matters - School Bills, Fees etc., - should be addressed to The Bursar, Malim Lodge, Loftus Hill, Sedbergh School, Sedbergh, Cumbria, LA10 5RY.

All **other** correspondence should be addressed either to a pupil's Housemaster/mistress or to The Headmaster as appropriate.

Parents are required to inform the School of:

- the name and address of any other person, other than themselves, who has legal parental responsibility for the pupil. (It is no longer assumed that only natural parents have such responsibility). The Acceptance Form should be used for this purpose;
- any Court Orders or other legal circumstances affecting the pupil. Any Orders under The Children Act must be notified to the School;
- any special arrangements for, or restriction upon, contact between the pupil and parents or others; and
- contact telephone numbers and addresses whilst parents are away from home - via the pupil's Housemaster/mistress.

CONTACT DETAILS FOR HOUSES

Postal address	Housemaster/mistress DDI, Mobile & Email	Assistant Housemistress/master
CARUS HOUSE 79-81 Main Street SEDBERGH LA10 5AB	01539 244037 07891 139 465 hsmcarus@sedberghschool.org	01524 279201
EVANS HOUSE Main Street SEDBERGH LA10 5BT	01539 244027 07798 722 088 hsmevans@sedberghschool.org	01539 244031
HART HOUSE Busk Lane SEDBERGH LA10 5SA	01539 244030 07525 066 331 hsmhart@sedberghschool.org	01539 244036
LUPTON HOUSE Back Lane SEDBERGH LA10 5BY	01539 244038 07738 154 121 hsmlupton@sedberghschool.org	01524 279202
POWELL HOUSE Loftus Hill SEDBERGH LA10 5RZ	01539 244028 07900 032 009 hsmpowell@sedberghschool.org	01539 244033
ROBERTSON HOUSE Loftus Hill SEDBERGH LA10 5SQ	01539 244039 07971 926 433 hsmrobertson@sedberghschool.org	01539 244034
SCHOOL HOUSE Busk Lane SEDBERGH LA10 5SD	01539 244032 07779 789 322 hsmschool@sedberghschool.org	01539 244029
SEDGWICK HOUSE Busk Lane SEDBERGH LA10 5HF	tbc 07739 403 500 hsmsedgwick@sedberghschool.org	015396 22252
WINDER HOUSE Winder Drive SEDBERGH LA10 5SG	01539 244035 07730 924 752 hsmwinder@sedberghschool.org	01524 279204

THE SCHOOL DAY

Sedbergh School operates a Summer/Winter timetable to maximise daylight hours.

The formal School Day begins with Morning Assembly for all pupils in Powell Hall or Chapel at 8.05am. There are four lessons every morning (except Saturday, three) and two lessons on each of Monday, Tuesday and Friday afternoons. All meals are taken in Boarding Houses.

The School Day

7.20 am - 7.50 am	Breakfast
8.05 am - 8.20 am	Assembly/Chapel
8.25 am - 10.20 am	Lessons 1 - 2
10.20 am - 10.55 am	Break
10.55 am - 12.50 pm	Lessons 3 - 4
1.00 pm - 1.25 pm	Lunch
2.10 pm - 3.55 pm	Lessons 5 – 6 [1]
4.10 pm - 5.50 pm	Games / Activities / Recreation [1]
5.50 pm - 6.20 pm	Supper
6.30 pm - 7.10 pm	Rehearsals and recreation
7:10 pm - 7:15 pm	House Prayers & Roll Call
7.15 pm - 9.15 pm	Evening Prep in Boarding Houses

Notes [1] On the Winter timetable these timings are reversed.

Weekends

On Saturday, morning School finishes at 11.20am and Lunch is at 11.45am. After Lunch there are games fixtures with other Schools and a variety of other recreational activities are organised.

On Sunday, breakfast is at 9.00 am and Morning Chapel (which is attended by all pupils) is at 10.15 am. From time to time Evening Services are held in lieu of Morning Chapel. Expeditions and rehearsals are often held during the course of the day, as well as a variety of House trips.

Sunday Prep is held in Houses from 7.00pm – 9.00pm.

DAY PUPILS

Day pupils must arrive by 7.50am and then follow the same academic routine as the boarders until 6.00pm. They may leave at 6.00pm after school activities have finished, 7.00pm after supper or 9.15pm after prep. They may not leave at other times and must always check out with their Housemaster or Housemistress.

Pupils may be required to return to School in the afternoon, evenings or at other times (including Sunday) for any House or School commitment, as directed by their Housemaster/mistress. Discretion may be shown by the Housemaster/mistress.

Saturday

All pupils:	Arrive by 7.50 am
Years 9, 10 & 11	Depart from 5.55 pm *
Sixth Form:	Depart Lunch Time

Sunday

Attendance at School is not compulsory, although Day pupils may be required to return to School to attend specific School commitments. Day Pupils are encouraged to join in Sunday activities.

*Subject to School commitments.

NB No School activity is restricted to Boarders only.

MUSIC & INSTRUMENTAL TUITION

There is a long and proud tradition of Music making at Sedbergh and it is as strong now as it has ever been. There are twenty ensembles at Sedbergh, including several choirs, as well as a symphony orchestra and a host of other bands and chamber groups. Half of the pupils at the School receive tuition from a team of highly qualified, experienced and dynamic musicians who also train many of the ensembles and bring their professional expectations to the Department.

There are three full time members of Staff who deliver the curriculum and train the other Ensembles. Performance opportunities pitched for all levels are in abundance, and pupils have the chance to perform to the school, wider Sedbergh community and beyond. Recent international tours have included a trip to Italy.

Starting a new School is an ideal time to explore new musical opportunities. Sedbergh also strongly encourages pupils to cement and develop existing talents. It is very important to continue musical studies as soon as pupils arrive at the School; new routines are best established at the beginning of the academic year.

Should you wish to cancel music lessons at any point, please note that there is a notice period of a full half term i.e. written notice must be given to the Director of Music (cfja@sedberghschool.org) before the beginning of term for lessons to stop at half-term.

A request form for Music lessons is included with the Admissions Forms.

For further advice, please contact Mr Chris Allinson, Director of Music, Guldrey Lodge, Station Road, Sedbergh, LA10 5DL (Tel 015242 79224, e-mail cfja@sedberghschool.org).

Expert instrumental tuition is offered on a broad range of instruments:

- Brass: Trumpet, Cornet, Euphonium, Trombone, Tuba, Bagpipes, Flugel Horn, Baritone, Tenor Horn and French Horn
- Strings: Violin, Viola, 'Cello, Double Bass, Harp and Guitar
- Woodwind: Clarinet, Flute, Saxophone, Oboe and Bassoon
- Percussion: Drum kit, all Tuned and Untuned Percussion
- Keyboard: Piano, Jazz Piano and Organ
- Singing: Voice

SPORTS AND ACTIVITIES

In the first year in the Senior School, pupils are encouraged to try as many Sports and Activities as possible.

In addition to a School and House Games programme there is an Outdoor Pursuits programme for Year 9 Pupils in the Michaelmas term (September - December), and for Year 10 Pupils in the Summer term as well as a Saturday Activities Programme on various Saturdays through the year.

Pupils participate in an organised Games programme every weekday afternoon except Thursday. This is appropriate to their age, aptitude, and the season of the year and ample time is also available for them to continue with indoor or outdoor pursuits on a voluntary basis.

In the Michaelmas term the major boys' sport is Rugby and for girls it is Hockey.

In the Lent term a wide range of competitive sports is on offer, although emphasis for boys is placed on Hockey, Running and Rugby Sevens and for girls on Netball and Running.

Cricket is the main boys' sport in the Summer term accompanied by Athletics and Tennis, which are also the main sports offered to girls.

In all competitive sports the level of coaching is to a high standard and all students are given the opportunity to take part in competitive sport at all levels of ability.

Expeditions

Expeditions are organised for those in the CCF as well as those who complete the Duke of Edinburgh Award Scheme. Major expeditions are taken most years led by our staff, with have recently include Bolivia, Kenya, Madagascar, Malawi and Nepal. Year 10 visit the Battlefields of France each summer. Year 9 attend an Outdoor Pursuits camp.

Activities, Interests & Societies

Pupils are encouraged to take up hobbies and activities in their own time and members of staff are on hand to assist. The Art & Design Centres are open for individual use on half-days and weekends. Society meetings take place mid-week during the evenings. A full recreational and social programme operates at weekends and rehearsals take place on half-days and weekends.

Evening Societies:

Senior Dinner Debating
The Brantwood Society (Literature)
Phoenix Society (fortnightly Middle School Honours Society)
The Polyglots (Modern Language Society)
The Invisible College (pupil led Science Society)
Keynes Hayak Society (Economics)
School of Athens (pupil led - chance for Sixth formers to share their academic passions)
TGI (Christian Society)
Master Chef
The Classical Society
The History Society
The Burke and Hare Society (Senior Biology)
Choral Society
Collegium Musicum (pupil led classical music)

CODE OF CONDUCT FOR SPORT

Sedbergh School is extremely grateful to parents and supporters for their ongoing and valuable support for the numerous sporting fixtures and events throughout the year. It is worthwhile providing a gentle reminder of Sedbergh's sporting ethos and our joint responsibility to uphold the core principles in terms of attitude and behaviour before, during and after each sporting event.

Match day is inevitably an exciting occasion for all but when the stakes are high it can become a highly charged affair and occasionally emotions have run out of control.

Our aim is to provide a sports programme that is based on positive, life changing ideals. We believe in the development of the whole child, the fostering of an 'active life' philosophy and the promotion of a lifetime investment in sport and physical activity. This sporting ethos celebrates enjoyment, equality of access, breadth of participation and excellence both on and off the fields.

In order for our ethos to be upheld and our sports programme to be truly successful it takes the co-operation of all involved; players, coaches, officials, staff, spectators and parents. Having spent some time and effort over the previous-years reinforcing our sporting ethos amongst the pupils, I believe it is essential that we include parents and friends of Sedbergh in this process.

The following points clarify what Sedbergh believes to be essential standards associated with its sporting culture. In effect, it is a code of conduct for supporters but is intended to include you rather than alienate you. I hope you will receive it in the manner in which it is offered.

The Role of Parents

Parents and guardians have a responsibility to help the school in ensuring their child gets the most out of his or her playing experience. Parental support should always include positive reinforcement of both your child's performance and of their efforts. This is essential to encourage strong self-esteem and a healthy development in general. We ask parents to be positive role models, including the display of sportsmanship and the notion of fair play and by avoiding negativity of any kind. It is not acceptable for anyone to ridicule or chastise their child or others for making a mistake or for losing a game. Parents should encourage children to play according to the rules at all times.

Parent-Coach Alliance

The entire coaching Staff is wholly grateful for the support, encouragement and assistance that many parents provide, often driving long distances and rearranging busy schedules to cheer on the team on a regular basis. It is essential however that all parents and guardians agree to support their respective coach's decisions (even in the event that they do not fully agree with them)

Please refrain from.....

- Entering the playing arena at any time,
- Airing any grievances relating to any aspect of the game regarding the players; the coach or officials whilst in the presence of our pupils or our visitors.

All parent- coach dialogue should be non- confrontational and constructive in its content.

The Coach's judgment on issues such as selection must be accepted as final. However well you know your son or daughter, you cannot share the same overview of the whole team. The coach is best suited and entirely qualified to take all factors into consideration and make the right decisions for the team as a whole. Parents will not take part in any coaching of our sports teams at Sedbergh.

Parent to Parent Respect

Parents and spectators have a responsibility to other parents and spectators. Competition and taunting between parents is never acceptable, and no parent/spectator should ever be made to feel embarrassed or disappointed by their team or child's performance. Good play should always be applauded, and disappointments should always be consoled. Remember that children learn best by example and praise should be bestowed on the efforts of both teams.

Parents/Spectators have a responsibility to themselves. The joy and pride associated with watching children learn and grow through sport should be experienced to the fullest, because life-long memories are being created before your eyes.

Your children play sport for many reasons. Ultimately we wish them to foster a feeling of self-worth/respect. Please help this endeavour by focusing on your child's efforts and personal achievements rather than purely on whether they win or lose.

I will close by reinforcing the message I started with. Sedbergh parents, friends and supporters play an essential role in maximising the success of our sport. I look forward to working with you to ensure this.

Stuart Oliver
Director of Sport & Activities
Sedbergh School

SCHOOL RULES 2018/9

In any community there are 'unwritten rules' which are reasonable and well known. Moreover, in areas where there is no rule, good sense should prevail. This enables the number of written rules to be minimised. Deliberate attempts to avoid rules, or to stretch them, can only result in further restrictions. Trust is of paramount importance.

Specific details pertaining to other areas of School life are published in Houses and are available from your son's or daughter's Housemaster/Mistress.

Participation in a School community does not place the individual beyond the Law of the Land. Therefore, in all circumstances, the Law of the land must be observed.

1. Attendance

- a. Absence from school for medical, dental and routine appointments should be avoided in term time, but where unavoidable, requests should be made to Housemasters or Housemistresses. Requests for exceptional absences such as family events and holidays should be made to the Deputy Head (Pastoral.)
- b. Pupils may take one exeat per half term which should be requested by the previous Thursday evening at 6pm. Pupils may then leave school after the end of their school commitment on Saturday afternoon and should return by 7pm on Sunday evening. Any requests for additional absence should be made to the Deputy Head (Pastoral.)
- c. Pupils may visit town and use its facilities during free time only, with the following provisos:
 - a. Free time is defined as that period outside of timetabled lessons, games, activities, prep, assembly and Chapel.
 - b. Pupils may visit licensed premises as above but may only consume alcohol on Saturday
 - c. evenings between 5.30pm and 7.30pm as described in the alcohol policy.
 - d. All licensed premises should be vacated by 7.30pm on a Saturday evening.
 - e. Pupils may not visit take away food establishments midweek or after 4pm at weekends, unless they have a red card from their Housemasters/mistresses.
 - f. Pupils may not visit town after prep or after 10pm on Saturdays.
 - g. Permission is required on each occasion from Housemaster/mistress for visits to any private houses, private grounds or other private premises.
- d. From Michaelmas half term up to Easter, pupils in Years 9, 10 & 11 may not go beyond their House Yards after Tea excepting for official activities for which they must seek Housemaster's/mistress' permission and sign out. Pupils in the Sixth form are allowed out after Tea from half term in the Lent term.
- e. Leaving boarding Houses after the bedtime roll call is forbidden.
- f. Boys and girls may visit each other's Houses only at designated times (published on the Boarding House notice boards) and they must sign-in. When House visiting, boys and girls may not visit each other's study bedrooms, dormitories and study rooms and may only meet in the designated Common Room areas.

2. Alcohol, Tobacco & Drugs

- a. The purchase, use or possession of smoking materials is forbidden. Please see the School's alcohol & tobacco policy for more details.
- b. The purchase, use or possession of any unauthorised drugs is forbidden. Please see School's drug policy for more details.
- c. The purchase, consumption or possession of alcohol by pupils in years 9-11 is forbidden.
- d. Pupils in years 12 and 13 whose parents have returned a signed permission slip, may use the sixth form bar. These pupils may also visit licensed premises in Sedbergh with their parents or guardian and a signed red card from their Housemaster/mistress.
- e. Please see the alcohol & tobacco policy for more details.

3. Cars

- a. Pupils may not keep or drive motor vehicles in or near Sedbergh. A pupil may drive their parents' car when they are visiting (and provided their parents are in the vehicle), but not around the School campus.
- b. Hitch-hiking is not allowed and permission to use public transport or to be in any private vehicle must be obtained from the Housemaster/mistress.
- c. Pupils over the age of 17 may undertake driving lessons in free time with their Housemasters/Mistresses approval and written consent from their parents or guardian.

4. Sexual relationships

- a. Physical sexual relationships between pupils are not permitted at any time.

5. Mobile Phones

- b. Mobile phones should not be used in Chapel, Powell Hall or any school building during the school day.
- c. Mobile phones should not be used whilst walking around the campus during the school day.
- d. All mobile phones should be handed into HSMs during prep.
- e. All year 9 & 10 pupils are to hand in their phones at bedtime.

6. Other

- a. Pupils may not eat or drink when walking around the School campus or when 'up town'. The immediate consumption of ice-cream is acceptable however. Chewing gum is forbidden.
- b. Short cuts may not be taken across walls, railings, or fences. In no case may anyone walk across prepared grass sports pitches. The Country Courtesy Code should be carefully observed at all times.
- c. All pupils are obliged to conform to the IT Acceptable Use Policy. All computers are to be used for legitimate purposes only.
- d. Pupils are forbidden to use or possess any kind of offensive weapon or firework.
- e. All forms of gambling are forbidden.