



## Boarding Policy

WHP is nestled in a unique rural setting on the door step of Titchfield and within easy reach of Portsmouth and Southampton. Boarding education at West Hill Park is based on the principle that the House should act as an extension of the child’s family. The House has a warm, supportive and structured environment where the boarders can grow and flourish with family values at heart.

Boarding gives children that chance to realise their full potential, through sound academic work, social and individual growth and a sense of personal responsibility in both the house and the whole school community. We encourage independence, maturity and responsibility for everyone in our care and make sure they make the most of the extraordinary experiences on offer.

### Overview

Children can be Full Boarders, Weekly Boarders, Flexi Boarders or Day Pupils. Children are able to transfer from being Day Pupils to Boarders at any stage, as long as there is space in the Boarding House.

Our Boarding House is situated within the main building of the school. We have a boys and a girls wing with communal access from the main school. Our Boarders benefit from the communal spaces which are the freshly decorated and spacious Boarders ‘Den’, the recently refurbished and fully equipped, ‘Boarding Kitchen’ and the cosy warmth of our ‘Snug’. Our Boarders dorms are an extension of the children's home and they are encouraged to make the space their own. Our children are generally grouped together in the dorms by age, however it is not unusual for year groups to be combined and the children can express their preference. Children are allocated dorms by the Houseparent. This notwithstanding, it is not always possible to accommodate individual requests.

The school aims to:

- Ensure our boarders are happy, safe and are given the opportunity to develop as a whole person.
- Provide our boarders with new experiences to help them grow and develop in confidence, resilience and to want to be involved in all aspects of school life.
- Live within an open and trusting ethos where they are treated and respected as an individual.

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## AIMS

- To ensure that each individual boarder feels genuinely cared for
- To ensure that each individual boarder feels safe and secure
- To encourage friendships and develop skills whereby boarders can live together happily and harmoniously
- To provide a relaxed, family environment
- To provide facilities that are clean, modern and cheerful

## REWARDS AND SANCTIONS

All rewards are recorded on the notice board outside the Boarders Kitchen to allow parents, staff and children to celebrate and recognise successes both inside and out of school. A reward chart. Boarders are rewarded with ‘Bees and Lady Birds’ which are displayed on a chart in the Boarding House, with prizes or treats once 10 Bees have been earned. The reasons for the award are logged on a sheet alongside. These rewards are pupil-led but may include a trip to the shop with some pocket money, the choice of a special activity or a small gift. On occasion it may be appropriate to reward a small group such as a dorm as well as, at times the whole boarding community. Again, these rewards are pupil led with breakfast in bed and movie nights being popular choices.

Children will make mistakes and break the rules and this can be for any number of reasons. Therefore each incident is managed on an individual basis and discussed with the Head of Boarding to ensure consistency. We know that children learn from their mistakes, so we take time to help pupils understand what has gone wrong, and work alongside them to develop strategies that, should they find themselves in the situation again, they can utilise to make a better choice in their behaviour.

When a sanction is necessary then we operate separate ‘restorative justice’ and ‘home’ style sanctions. This is separate from the school’s rewards and sanctions policy and we endeavour for events in the boarding house to not spill over into the school day and vice versa. Using CPOMS information is then used to track pupils’ boarding progress and is fed into termly boarding reports for parents. Any instances of poor behaviour will be followed up by the relevant member of staff. Instances of repeated or significant poor behaviour may result in a boarding specific sanction. Please refer to [Boarding House Rewards and Sanctions. NMS 15.1](#) and the [Whole School Behaviour Rewards and Sanctions](#)

## NEW BOARDER INDUCTION

When a pupil starts boarding they receive a [Boarding Handbook 2025](#). The pupils and parents use their handbook as a reference guide. The Handbooks explain many of the systems and routines in place. One to One catch up meetings with new boarders are held within the first week with the Houseparent. A short questionnaire is completed before the

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end of their first term to check in with them about their boarding experience. Feedback about how they are settling and integrating is frequently shared with parents, but more formally towards the end of a term in a Boarding Report.

[New Boarder EoT Questionnaire](#)

On their first night of boarding, an induction checklist is completed which includes showing new boarders around the boarding house, walking through fire exit routes – both exit one and two, and explaining how to call for a member of staff in the night if needed. This document is then signed by the pupil.

[Induction Checklist.](#)

### The Captain of Boarding

The Captain of Boarding is a senior pupil elected by staff whose role includes the following responsibilities:

- To represent the boarders at school meetings and events such as School Council
- To be a focal point of support for younger and new boarders
- To be a good role model
- To award pupils with praise and recognition when appropriate.
- Work with Marketing Department on Open Days/Week and Prospective Parents

### BOARDING HOUSE AGREEMENT

Our Code of Conduct, which was developed and supported by the Boarders and the Boarding Team highlights how we should conduct ourselves in and around the Boarding House. It includes our Boarding Principles and Practice, we are proud to represent West Hill Parks Boarding Community and show one another we are caring, kind and respectful.

[Boarding House Code of Conduct.](#)

### CHILD WELFARE AND PROTECTION

West Hill Park School aims to provide the very best care for the pupils entrusted to us. We aim to ensure that every pupil is happy at school and feels that they have a productive part to play in the boarding house and in the school. All staff at the school are given regular training in Child Protection matters. All pupils are encouraged to speak to a member of the boarding house staff, a member of the DSL Team, Independent Listener, the Medical Team or any member of staff if they have a problem or become aware of another pupil who has a problem.

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Relevant phone numbers for Child Line, Our Independent Listener and the Children's Commissioner, are detailed in the Boarding Handbook but also displayed prominently on the noticeboard at the top of the boarding house stairs, on each boarding wing and around the school.

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