
STATEMENT OF BOARDING PRINCIPLES AND PRACTICE

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Reviewed by:	Head of Boarding / Head of Pastoral

Located in the heart of Cardiff, the capital of Wales, Cardiff Sixth Form College students are able to access the amenities of a city with purpose-built accommodation, furnished tastefully with a contemporary feel. It has an inclusive, internationalist outlook that values student autonomy and academic success. With a large percentage of international boarders, we look to offer a high standard of pastoral care and a family atmosphere alongside the outstanding academic standards the school demands. We are aware and proud of the fact we are not a 'traditional' boarding school and look to nurture independence amongst our student cohort so that our pupils are thoroughly prepared for university.

Boarding Principles

The school believes in a values based education where we should be inspiring the students to reach their potential and achieve their goals. This approach looks to reinforce key values which CSFC regards as important preparation for a pupil's life beyond school. Specifically, it aims to fulfil the following:

1. To develop the whole person and a **culture of independence** in preparation for future life at university and beyond
2. Within CSFC, **learning is the primary focus**. The atmosphere within the boarding house should reflect this. It should be conducive to study and both promote and value academic progress and achievement
3. To produce an **open and trusting atmosphere** in which all members feel able to approach any other member of the community (staff or pupil) confident that they will be treated with respect and courtesy
4. To encourage the development of each pupil's character, talents, independence and sense of responsibility by offering a wide range of **extra-curricular activities** and opportunities for leadership. This will be driven through the pastoral and inter-house programmes
5. To provide **accommodation that is comfortable** and suited to the needs of boarders, according to age and maturity, and which provides reasonable levels of privacy
6. A high priority is placed on **maintaining pupils' safety** around the school site and within the local area. In addition to clear guidelines for pupils themselves, CSFC is covered by CCTV cameras and has a 24-hour security presence
7. To ensure that **pupils are not discriminated against** paying particular regard to cultural background, linguistic ability, special educational need, sexual orientation, gender or academic or sporting ability. This will be achieved through the active promotion of British values and through providing positive staff role models to support student's development as a rounded and caring individual

Boarding Practice

Cardiff Sixth Form College has 3 boarding houses; 2 of the boarding houses, F Block and B Block, are situated at Liberty Gardens. F Block for male students and B Block for females. Each house has residential Senior Houseparents (SHP), Houseparents and Graduate Residential Assistants (GRAs). Our other boarding house, Shand House, is a mixed gender house, with students separated appropriately by floor and key card access. This house also has residential male and female Houseparents accordingly as well as GRAs. Each house is also staffed 24 hours a day by Safety & Security Officers.

All CSA students are housed on floor 5 of Shand House. Accommodation is separated into male and female sections, separated by electronic key card access, limited to each gender. There are a mixture of twin and single rooms as well as separate study rooms for supervised prep and breakout/common rooms for use solely by CSA students. Separate kitchens are fully equipped and supervised by staff, whilst the kitchenettes in the studio bedrooms provide basic catering facilities of microwave and fridge/freezer.

Boarding at CSFC is the responsibility of the Principal assisted by the Vice-Principal, Head of Pastoral and the Head of Boarding. The Head of Boarding is the immediate point of contact for the Houseparents.

Supervision

There is adult supervision in the boarding houses at all times by identified members of staffs. Each location has 2 mobile phones to allow full and immediate access and communication in support of this supervision. In addition, there are safeguarding numbers that are known by all staff and students should an immediate child protection incident arise. The house staff consist of SHP's, Houseparents, Graduate Residential Assistants and SSOs. Each member of this team has clearly defined job roles and a published job description which details their particular responsibilities. SHPs, Houseparents and GRAs are line managed by the Head of Boarding and SSOs are line managed by the Student Services Manager who will produce and publish rotas accordingly.

Regular weekly formal meetings of boarding staff should take place as well to ensure the effective exchange of information. Additionally, a formal handover of duty will take place when members of staff on duty change, again with all relevant information exchanged through the use of the shared boarding diary and duty reports. Incident reports will be recorded and maintained within the house through the use of REACH boarding software to ensure a formal record is kept of all incidents. House registers and a fire log record book are kept including details of any absences.

Medical matters are the responsibility of the School Nurse under supervision of the Head of Pastoral. Pupils are also registered with the local GP. In addition, there is a part-time Wellbeing Officer who is available for students to speak to regarding a variety of pastoral, safeguarding and mental health issues.

The school seeks to offer a high standard of catering. A vegetarian option is always available and the catering staff will meet all dietary requirements. All meat provided is halal.

The school recognises the importance of regular communication between boarders and their parents. All pupils have access to the internet and are allowed mobile phones. Houseparent phones are also available for use in emergencies.

There are no weekends when boarders are required to be away from school (with the exception of winter and summer holidays). Leave may be granted when requested by pupils and parents. The school will endeavour to provide an extensive and varied programme of excursions and activities available on weekends.

Living with others in a boarding house places obvious limitations on personal privacy. It is expected that boarding staff and pupils respect the privacy of others as far as possible. Staff should 'knock and wait' before entering student's study bedrooms; pupils should be allowed to dress, undress and wash free from unnecessary staff intrusion.

The Boarding Council is essential to the smooth running of the Houses and will involve significant responsibility. The council will consist of the Boarding House Reps, students selected to represent each boarding house. They will endeavor to promote the school's boarding principles and attend council meetings to involve a student voice in the running of the house.