

20<sup>th</sup> February 2011

Dear Parents/ Guardians of boarding pupils

We have recently had several queries about the different categories of boarding provided by Sibford School; the information attached is a brief summary of each of these categories.

This year we have experienced an increased demand in boarding places and I am pleased to say that we are a healthy and vibrant boarding community. The quality of care in all our houses is outstanding, with weekly activities provided for boarders in years 7 & 8 and that all important 'home from home' warm and caring atmosphere.

Parents of Flexi-boarders will notice a change to the way you are billed for this category of boarding (but not the costs) - so please read this information carefully. These changes will be effective from the summer term. If you have any questions concerning these changes please speak to either Peter Robinson (business Manager) or myself.

We hope that the experience of boarding at Sibford School is one that is enjoyable for your son/daughter and has helped them establish lifelong friendships and grow in maturity and independence.

In friendship,

Maggie Guy

Deputy Head / Head of Boarding

## **BOARDING CATEGORIES AND FEES**

A number of options exist for parents and guardians wishing to use the boarding facilities offered by Sibford School.

**Full boarding** – This category of boarding is based on a pupil staying for seven nights a week in the boarding house and the school being responsible for the pupil's care and well-being 24 hours a day.

The fee includes:

- dedicated accommodation in a boarding house,
- laundry,
- help with travel arrangements,
- health care,
- all meals during the week
- morning brunch at weekends plus a food allowance and a supply of staples (milk, bread, fruit etc).

A variety of activities and outings are arranged for boarders at the weekend.

Overseas pupils will be given assistance with some of their visa paperwork and other documentation.

Full boarders (overseas only) year 10 and above may be permitted to stay for some of the exeat weekends, but this will be arranged between boarders, guardians and house parents.

All overseas pupils are required to have a guardian living in England, who is over the age of 25.

**Weekly boarding** – This category of boarding is based on a pupil being resident from Sunday night through Thursday night, during which time the school will be responsible for the pupil's care and well-being 24 hours a day. The pupils will be expected to leave Sibford at the end of the school day on Friday. (Note: Parents may arrange for their son/daughter to return to school on Monday morning, in preference to Sunday night, if preferred, provided the school is notified of this arrangement).

The fee includes:

- dedicated accommodation in a boarding house,
- laundry,
- help with travel arrangements,
- health care,
- all meals provided during the week.

Occasional stays over a weekend can be arranged in advance, for which an additional cost will be made.

**Flexible Boarding** – Students may wish to stay for a designated number of nights each week varying between one and three nights (pupils staying for four nights are deemed to be weekly boarders).

Flexible boarders are those pupils that stay on the same nights each week and are booked in for these days on a permanent basis each term, unless the Head of Boarding is advised differently.

Flexible boarders are usually allocated the same bed each week; this bed will only be used at other times when no other options are available. Flexible boarders staying for two or three nights each week are allowed to keep a limited amount of clothing and toiletries in the boarding house during term time.

Flexible boarders will be billed in advance based on accommodation being used each term. The charge for flexible boarding is based on a pro rata rate of the weekly boarding fee, and includes two meals and 24hour care. Flexible boarding spaces are conditional on the spaces available.

**Occasional Boarding** – enables students to stay for one or more nights by prior arrangement and is ideal is for pupils who wish to stay due to an activity taking place at school or because parents are away from home for a short period.

Occasional Boarding is charged at a rate of £50.00 per day. This includes:

- the evening meal,
- breakfast, and
- 24 hour care

Occasional boarding should be booked in advance through the Head of Boarding and will be billed as an extra at the end of term.

MGu/my doc/boarding

Once boarding arrangements have been made, House Staff are usually the first port of call if you need general information regarding your child's boarding stay. Any other questions regarding boarding should be directed to Maggie Guy, Deputy Head, who is also our Head of Boarding. You can email Maggie at [mguy@sibfordschool.co.uk](mailto:mguy@sibfordschool.co.uk)