



Sherborne Prep School

Information for Parents
2011 - 2012

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Welcome to Sherborne Prep School

This parent handbook is to help you become familiar with the ethos and daily routine of the Prep.

All information in this Handbook applies to children attending Years 3 to 8.

A more detailed whole school policy document is available from the School Office for all parents to read at any time, together with pertinent policies on the School's website.

Introduction

Sherborne Prep School was established in 1858 by the Reverend Hugo Harper, Headmaster of Sherborne School, who asked one of his staff to board a few younger boys. From these humble beginnings the School continued to grow until a Sherborne Housemaster, WH Blake, purchased the current site in 1885 and established the school as a fully independent Prep School.

It is now a thriving Prep School for girls and boys from 2 to 13 years old. The Pre-Prep forms a secure, self-contained unit within the School for three to six year olds, which at the same time allows the younger children to take advantage of many of the facilities available to the Prep School children. It enjoys a well-deserved reputation as a Pre-Prep that offers a varied and exciting curriculum within a caring, friendly environment. The Prep provides day and boarding and while not a large boarding school, boarding remains at the heart of The Prep, in ethos and in practice. The children in the boarding houses are the envy of many day pupils who look forward to making use of the flexible boarding on offer in a warm, friendly, family atmosphere.

Sherborne Prep is seen as one of the leading Schools in the South West of England and a leader in curriculum change. We take pride in encouraging all children to enjoy the challenge and excitement of learning. The fact that our pupils have won 84 awards and scholarships in the last four years, while no-one has failed to get into the school of their choice for over ten years, can be seen as being of incidental benefit.

Aims of the School

- To foster the best possible work ethic in each child by encouraging passion, curiosity, initiative and a joy of learning
- To help children to discover and develop their own personalities and talents
- To ensure that children are well grounded and develop a social and cultural awareness which enables them to understand their place and their responsibilities in the wider world
- To welcome parents into a partnership which embraces trust, understanding, a shared vision and mutual support
- To encourage children to see their education as a staging post to lifelong learning, discovery and achievement

Getting to and from School

Children in Years 3-8 should be dropped off and collected by the steps of the Upper Tennis Courts off Acreman Drive.

Parents with Pre-Prep aged children should use the Netherton Drive car parking area for drop off and collection, and escort their children to the Nursery and Pre-Prep.

Please notify the School Office of any changes to your usual collection arrangements, such as medical appointments or a friend collecting your child.

Minibus Routes

We operate three minibus routes for children in Years 2-8. £1.50 per journey is added to your child's termly account; £1.00 for siblings on the same journey.

Places for the minibuses should be booked through the School Office.

Route 1: Dorchester

This service runs Monday-Saturday, except Wednesday and Saturday afternoons (sports fixtures)

07:25 Poundbury - Woodville Court (Sat 08:00)

Return journey arrives back 17:55

07:35 Charlton Down - Bellway car park (Sat 08:10)

Return journey arrives back 17:40

07:40 Piddletrenthide road/Cerne Abbas road crossroads (Sat 08:15)

Return journey arrives back 17:35

07:45 Layby above south of Buckland Newton road (Sat 08:20)

Return journey arrives back 17:30

07:50 Middlemarsh - layby opposite old timber yard (Sat 08:25)

Return journey arrives back 17:25

08:10 Arrive Sherborne Prep (Sat 08:45)

Route 2: Evershot/East Coker/Yeovil

This service runs Monday-Saturday, except Wednesday and Saturday afternoons (sports fixtures)

Inward Journey

07:20 Horchester - A37/Horchester Farm Yard (Saturdays 08:00)

07:25 Evershot - Acorn Inn (Saturdays 08:05)

07:30 Benville - Benville Farm (Saturdays 08:10)

07:35 Corscombe - Fox Inn (Saturdays)

07:40 Halstock - Triangle: junction to golf course (Saturdays 08:20)

07:50 East Coker - Bus stop at North end of village (Saturdays 08:25)

07:55 Yeovil - Options Salon on the A30/East Coker road junction (Saturdays 08:30)

08:15 Arrive Sherborne Prep (Saturdays 08:45)

Outward Journey (no return journey on Wednesday or Saturday)

17:10 Depart Sherborne Prep

17:20 Prowles Cross (petrol station off A37)

17:30 Arrive Holywell - A37/Horchester Farm yard

17:35 Arrive Evershot - Acorn Inn

17:40 Arrive Benville - Benville Farm

17:45 Arrive Corscombe - Fox Inn

17:50 Arrive Halstock - triangle (junction to golf course)

17:55 Arrive East Coker - bus stop, north end of village

Route 3: A30 Shaftesbury

This service runs Monday-Friday, with the exception of Wednesday afternoons (sports fixtures)

There is no service on Saturdays

07:40 East Stour, The Udder Farm Shop

Return journey arrives back 17:30

07:50 Henstridge, Virginia Ash bus stop

Return journey arrives back 17:20

07:53 Purse Caundle turn off

Return journey arrives back 17:17

07:55 Milborne Port

Return journey arrives back 17:15

The School Day

Each School day starts with registration at 08:15 in form rooms. Every day, except Wednesday, the School day finishes at 17.00 and children will come outside to be collected.

On Wednesdays children leave at 15.30 unless they are in matches. Siblings of those in matches may stay to be collected on return of teams. Please note there is no supervised prep nor supper provided.

Monday, Tuesday, Thursday and Friday

07:00 Boarders wake up
07:30 Boarders' breakfast
08:10 School buses arrive
08:15 Registration and form time
08:25 Assembly
08:45 Morning classes
10:30 Morning break
10:55 Morning classes resume
12:05 Lunch for Nursery to Year 5
12:40 Lunch for Years 6, 7 and 8
13:10 Lunch break
13:40 Afternoon classes
16:20 Afternoon break
16:30 Study time
17:00 End of School day
17:00 Roll call for boarders and children staying for prep
17:10 School buses depart
17:15 Prep
18:15 Supper
18:45 Boarders' evening activities

Wednesday

07:00 Boarders wake up
07:30 Boarders' breakfast
08:10 School buses arrive
08:15 Registration and form time
08:45 Morning classes
10:30 Morning break
10:55 Morning classes resume
12:05 Lunch for Nursery to Year 5
12:40 Lunch for Years 6, 7 and 8

- 13:10 Lunch break
- 14:00 Sport / Matches
- 15:30 End of School day
All day children not involved in matches to be collected by 15:40
- 15:40 Dorchester minibus departs
- 17:15 Boarders Prep
- 18:15 Boarders Supper
- 18:45 Boarders' evening activities

Saturday

We operate an optional Saturday morning programme of activities between 09:00 and 12:30. Children choose from a variety of exciting activities and come along in mufti for either one session or up to three.

- 07:30 Boarders wake up
- 08:00 Boarders breakfast
- 09:00 Optional Saturday activities start
- 10:00 Session 2 Saturday activities
- 11:00 Breaktime
- 11:30 Session 3 Saturday activities
- 11:30 Powys Lecture with guest speaker (Michaelmas and Lent terms)
- 12:30 End of Saturday activities. All day children not involved in matches to be collected by 12:40
- 12:30 Lunch for boarders and match teams

Absences, Late Arrivals and Late Collection

Please inform the School Office as early as possible if your child is going to be late or absent for any reason, particularly in the case of infectious illness.

Children who arrive in School after registration must inform the School Secretary when they arrive.

Children leaving the School grounds during the day for medical and other appointments must be accompanied by an adult and signed out in the book outside the School Office. Children returning to School the same day must also be signed back in. Please give as much notice as possible to your child's form teacher or the School Secretary.

A form entitled Collection Times for Day Children in Years 3-8 is sent to parents with their children's fee bills before the beginning of each term. The form should be completed, showing the time which parents expect to collect their children each day, whether the children should stay for prep or supper and, if applicable, which days flexi-boarding has been arranged with the relevant Houseparents. Special arrangements such as car-sharing or someone other than a parent collecting children should also be recorded on this form. Any changes to these arrangements should be notified to the School Office or form teacher as soon as possible.

Uncollected Child Policy

In the rare event that a child is not collected at the expected time they will be supervised by a member of staff on duty.

Efforts to contact parents and emergency contacts will be made, using the numbers supplied by the parents on the pink Contact Details form. A call is made to find out their whereabouts and establish a time of collection and reason for delay. A member of staff will remain with the child until the parent or representative nominated by the parent arrives. If no contact can be made the child will be cared for by a member of staff. In extreme circumstances the child will stay within the care of the boarding house.

Please notify the School Office (01935 812097) as early as possible if there are to be any changes to your usual arrangements. After 17:10 the After Hours telephone number (07745 378292) should be used.

Prep

All children are allocated prep during the week, in accordance with the Prep Timetable, which the children record in their Prep Diary. The Prep Policy and guidelines for parents are set out in the Prep Diary.

Parents may arrange for children to stay for prep after School, which attracts a small charge and is added to the termly bill. Children staying for prep should be collected by 18:10 unless they are staying for supper. This activity is not available on Wednesdays.

Lunch

Children eat lunch in two sittings: Years 3, 4 and 5 at 12.10 and Years 6, 7 and 8 at 12.50. Children sit at allocated tables with a member of staff for a two-course hot meal. A vegetarian option is always available, as is a popular salad bar. Fresh fruit is available as an alternative to the dessert of the day. The weekly menu is published on the School website on the Information page.

Fruit and squash are served at morning break and squash and biscuits are served during afternoon break in the North Wing play area. Drinking water is available at various points in the building and at lunch time.

Please inform the School in writing if your child is allergic to any particular food, or does not eat a particular food for any reason (other than disliking it), such as for religious reasons. We do try to ensure that each child eats a balanced meal during the School day and we encourage children to try any new dishes offered.

Day children involved in matches or special events may need to stay for Saturday lunch or a weekday supper. There is no charge in these circumstances.

Supper

A cooked supper is provided for boarders at 18:15. Day children for whom arrangements have been made to stay on after prep are also welcome to stay for supper, but should be collected by 19:00. A small charge is made for day children, which is added to the termly bill.

Curriculum

Children are given their daily timetable of lessons and form teachers will explain how it works and will answer any questions or concerns.

Parents are sent a report on their child's progress at the end of each term. Subject teachers report individually, with comments from form teachers and from the Headmaster.

Assessments of achievement and effort take place at regular intervals throughout the term and these are recorded in the children's planners. Each child is given a planner in which progress in various areas is recorded. Any concerns regarding your child's assessment should be referred to the form teacher, in the first instance.

Parents' meetings with teachers take place at regular intervals. If you miss one of these and would like an individual meeting, please contact your child's form tutor in the first instance.

General

The curriculum includes the full range of Arts, Humanities, Sciences, Mathematics and Sport and all children experience a broad spectrum of activities. Sport continues throughout the School. Children from Reception to Year 6 swim every week until Year 7, when it becomes an optional Saturday morning activity.

Languages

Children learn a carousel of languages - Spanish in Year 1, French in Year 2, German in Year 3 and Mandarin in Year 4 before returning to French in Years 5 and 6 with the addition of Latin / Classical Civilization.

In Year 7 children may continue with French or change to Spanish. Children in the Common Entrance stream may drop Latin and opt for Spanish alongside French, emerging with two living languages. Children in the scholarship stream continue with French and Latin.

Learning Support

Each child has individual needs and some needs may be best met through individual sessions. The Learning Support unit is staffed by an experienced and qualified team using a well-resourced department catering for a range of needs. The aim is to support children in becoming independent learners and also to provide back-up for the mainstream teaching staff.

Setting

Setting begins in Year 6 with English, Maths and French. In Year 7 children are streamed into a potential scholarship group and two Common Entrance classes and these are maintained in Year 8. School exams help inform decisions about setting, although set changes may be effected at any time in the best interests of the child. Queries should be addressed to the Head of Department.

Senior Schools

Sherborne Prep is independent of any one senior school and feeds pupils across a broad range of schools. The choice of senior school is a careful one which is achieved through consultation and partnership with parents and always focused on the individual needs of each pupil. Staff work hard to ensure that each pupil is adequately and appropriately prepared for the next step in their education.

Sport and Physical Education

Sherborne Prep has a full sporting programme and we provide coaching in athletics, basketball, cricket, football, hockey, netball, rounders, rugby, swimming and tennis.

The main sports for boys are rugby in the Michaelmas term; hockey in the Lent term; and cricket and athletics in the Trinity term. There is also a chance to play football during the winter and tennis in summer.

The main sports for girls are hockey in the Michaelmas term; netball in the Lent term; and rounders, athletics and tennis in the Trinity term.

All children from Reception to Year 6 swim in year groups divided by ability, every week. Children in Years 7 and 8 are able to swim as part of their Saturday Activities. Strong swimmers are invited to join the Elite Squad.

Matches are held on Wednesday and Saturday afternoons. Some Tournaments and National events may take place on other days. Fixtures are published in the termly calendar and are updated on the sports pages of the School website.

Team lists are displayed in the sports hall foyer and in the main School entrance hall. Team sheets also show timings of matches, kit needed and estimated return times. Parents may also telephone the School Office before 17:00 or the duty mobile 07745 378292 after 17:00 to confirm return times.

Parents are encouraged to support their children in matches and tournaments. Match teas are served in the dining hall after home matches.

If your child is unable to take part in sport for any reason, please notify their form teacher of the reason and how long they are unlikely to be able to take part.

Maps to fixtures are published on the sports pages of the School website each week.

We have a good record of children reaching IAPS finals and playing at county level.

Sports Clothing & Equipment

In most sports sessions children wear their sports uniform and use their own equipment. The School provides cricket helmets, keepers' pads, hockey goal keepers' kit and the 1st XV rugby strip. A small amount of equipment is available for loan by the School.

All children must wear custom-fitted mouth guards for hockey and rugby. Mouth guard suppliers Opro visit the School at the beginning of the Michaelmas term to take impressions. A leaflet is sent out to all parents of children in Year 2 and above during the summer holidays and must be returned direct to Opro (or via their website) in advance. Alternatively, a 'boil and bite' mouth guard may be purchased and prepared at home.

Drama

There are plays each term involving different year groups of children.

Children may take LAMDA Speech & Drama as an extra-curricular activity, which is added to the end of term account. These lessons encourage children to develop confidence, as well as giving them a technical grounding in acting, communication and presentation.

Music

All children have a weekly class music lesson. In addition there are instrumental and choral groups which children may become involved in, alongside performances throughout the year, including assemblies and concerts.

Most pupils undertake individual tuition in at least one instrument. Tuition is available for piano, flute, clarinet, violin, cello, trumpet, trombone, euphonium, oboe, saxophone, harp, bagpipes, drums, French horn, cornet, tenor horn, viola, guitar, voice and recorder.

We assume that children will continue to study their chosen instruments unless you inform the Director of Music to the contrary. A term's notice is required for cancellation of music lessons.

Many children have their own instruments, which we ask parents to insure. If an instrument is particularly valuable, please notify the Director of Music in writing. Instruments should be clearly named and left in the Music Room whilst in School.

Children perform in a variety of concerts throughout the year and support drama productions.

A separate Music Department booklet is available from the School Office giving more detail about musical tuition.

Special Events

Special events are listed in the termly calendar, which is sent out to parents at the beginning of each term and is also published on the School website. Events include the Christmas Carol Service in Sherborne Abbey on the last day of the Michaelmas term and the Prize Giving and Commemoration Service on the last day of the Trinity term.

Extra-curricular Activities

An extra-curricular programme of activities is available to children in Years 3-8 after the School day finishes. These activities attract an additional charge, which is set out on the separate Extra-curricular Activities form.

School Life

Health

Essential medical information such as allergies or asthma should be notified on the Medical Information form in order that relevant staff are informed. Updates should be provided to the School Office as necessary.

Should your child become ill during the School day they should tell a member of staff who will refer them to Matron, who may in turn contact you using the numbers you provide on the Contact Details form.

Medicine may be administered by Matron and kept with her during the day. Please ensure that instructions for administration of the medicine, including times, are clearly set out on the Medical Permission Slip which is available from the School Office or Matron. Children who need asthma inhalers should keep their inhaler with them. All other medicines are to be handed in to Matron.

Children who have been ill with diarrhoea and/or vomiting symptoms must remain at home for 48 hours after the symptoms cease. Children's temperatures should be normal for 24 hours before returning to School.

The School Doctor attends for boarding children, but day children must be referred to their home doctor.

Houses

For boarders and day children alike, being part of a House is the centre of their life at Sherborne Prep. Every child contributes to their house in many ways, including earning house points for academic achievement, sporting endeavour and helping others. Children receive a merit card in assembly for achieving 20 merits and an Honours Award for 80 merits.

Children are allocated to one of four houses at the start of their first term. Younger siblings are placed in the same house as any older siblings. The houses are:

- Normans
- Romans
- Greeks
- Trojans

Strikes

A strike is given for minor rule-breaking. Three strikes in one term results in a detention. Detentions may be given the same day in instances of serious misbehaviour.

Buddies and Mentors

All children in The Prep are encouraged to play a supportive role with younger children. New children are assigned a buddy to look after them until they feel comfortable in their surroundings and have made new friends.

Prefects

Children in Years 7 and 8 are appointed prefects in areas that the Headmaster and staff consider most suited to their characters.

Library

We employ a qualified Librarian who is happy to help the children find the books and information they need in our well-stocked library.

Faith

Sherborne Prep has a Christian ethos and assemblies are held four mornings per week. On Sundays there is a School service with a guest speaker. Children attend services at School, in Sherborne Abbey and with the senior Schools, Sherborne Girls and Sherborne School.

We welcome children of all faiths and help them to observe their own religious practices as far as possible.

Communications

Routine notices are published in This Week, which is sent by email to all parents on Thursdays and which is also published on the School website.

A newsletter is sent by email at the end of each half term and is also published on the School website. Paper copies are available from the School Office.

The School website is a source of up to date information about all aspects of School life and includes photographs from sports fixtures, special events and class outings.

A list of parent telephone numbers and email addresses is produced for parents and is available from the office. If you do not wish your details to be included on this list please inform the School Secretary as soon as possible. Please also notify the School Secretary of any changes to your home address, email or telephone numbers.

Day to Day Equipment

All children from Year 3 to Year 8 need a pencil case and children from Reception to Year 5 also need a School bag to carry books. Children in Years 6-8 are able to bring their own small backpack to carry books. All children from Year 3 to Year 8 need a School sports bag. Equipment and Uniform Lists are included at the back of this Handbook.

Children are provided with exercise books and file paper where appropriate. Folders and ring-binders may be issued in senior classes, for which a charge is made.

Text books are loaned to children. Children who lose or deface them will be charged for a replacement; similarly with exercise books. Parents should ensure that their children always have the right equipment in School.

Fire Drills

Fire drills take place every term for both day children and boarders. Staff show the children what to do and where to assemble.

Clothing and Possessions

Marking of Clothing and Possessions

All clothing, pencil cases, School bags, sports bags, shoes, trainers and boots worn or used by children at School should be clearly marked with their initials and surnames, preferably with nametapes, or in some other indelible way. This includes underwear and socks.

Games tops should be marked on the outside, left front of shirts. Tracksuits, shorts & skirts should be named on the inside waistband or collar.

Each child is allocated a named locker in the changing room. Space is provided for shoes and for all other garments to be hung up. It is important that all clothes have a loop sewn on at the back of the neck, or waistband, where appropriate and on socks.

Towels used at School should have a loop attached halfway along the length of the long side so that they can be hung up without trailing on the floor.

Other equipment such as spectacles and their cases or watches must be marked for identification.

Please do not allow your child to bring the following items to School.

- Aerosol deodorants, for safety reasons
- Screw-drivers, pen-knives or other similar tools
- Mobile telephones (except for boarders and without Internet access)
- Ipods (except for boarders to use at weekends, to be held by boarding staff)
- Videos, CDs or DVDs (except for boarders) or portable radios
- Computer games and Gameboys, personal pocket computer diaries, etc
- Expensive toys such as remote controlled cars, pens or books
- Sweets, chocolates or other confectionery or foodstuffs (boarders have the opportunity to purchase these at weekends).
- Food or drink of any sort, unless asked to do so for an outing.

Other Possessions

Other personal possessions, such as hockey sticks, tennis racquets, musical instruments, calculators, rugby balls etc. must be marked and kept in lockers, or in the Music Room where appropriate.

The School does not provide games equipment unless specifically stipulated, although cricket helmets and keepers' pads, hockey goal-keepers gear and 1st XI strip are provided. We have a limited number of cricket bats and tennis racquets, but children should have their own equipment. All balls used in games lessons are provided.

Lost Property

Children are encouraged to take responsibility for their own possessions and for keeping them in the correct places in School. Inevitably items get mislaid, but if all possessions are marked it is easy to restore items to the correct person when they are found. There is a lost property box where children may go to look for lost items. More valuable items such as pens and watches are usually handed in at the office and may be claimed from there.

Money

We advise children not to bring cash into School, unless asked to do so for an outing when it should be in a named envelope or purse. Pocket money for boarders should be handed to boarding staff.

Jewellery

With the exception of watches, children are not permitted to wear jewellery until Year 8 when girls are permitted to wear stud earrings.

School Shops

There is a second-hand uniform shop at Sherborne Prep, which is operated by very cheerful and helpful volunteers. The shop is open from 08:00-09:00 on Mondays, or at other times by telephoning Mrs Sarah Gibbs on 07971 561466.

New uniform may be purchased from one shop within easy walking distance of the School. The Sherborne School Shop is situated next to the Sherborne Boys School swimming pool and is two minutes walk from the Prep.

Nearly-new uniform may be deposited with the second-hand uniform shop for resale. We refund a percentage of the sale cost of second-hand blazers and kilts to parents. All proceeds go to the school 'Friends' funds to purchase extra items for the school.

Boarding

Sherborne Prep has two comfortable boarding houses on the School site, overseen by the Director of Boarding.

Acreman House is the boys' boarding house and is within the main School building. Acreman is run by the Director of Boarding, assisted by Assistant Housemasters.

Netherton House is the girls' boarding house and is just across the lawn from the main School building. The Housemistress is assisted by an Assistant Housemistress and resident Gap students.

Houseparents have direct pastoral responsibility for all of the children in their House and their primary concern is for their care and welfare. Houseparents are your main point of contact and first port of call if you have any concerns regarding boarding.

Children are able to board from Year 3 upwards and are accommodated in dormitories according to their age group. They are encouraged to decorate their space with posters and photographs and to bring teddies from home.

When new children arrive the Houseparents show them to their dormitory, where they have their own wardrobe for their clothes and possessions.

After supper boarders have a short meeting before starting their evening activities. Many children play a musical instrument at School and the Houseparents arrange for each child to practice in the evenings. Toast and hot chocolate are served at bedtime.

Saturdays are movie nights, with films suitable for the differing age groups in the Houses.

Boarders have a lie in on Sunday mornings, with wake up time at 08:30. They attend a Sunday service and take part in a variety of excursions which are chosen in advance.

Principles and Aims of Boarding

At Sherborne Prep we nurture the needs, sense of security, belonging, self-esteem and self-realisation of every boarder together with:

- A holistic approach and recognition of the uniqueness of the individual
- An atmosphere of mutual respect for all members of the boarding houses
- Communication of values to facilitate the development of spiritual, cultural, moral and social behaviour for all boarders
- An environment which enables boarders to work, play and relax, free from abuse, intimidation, harassment, teasing and bullying
- Equal opportunities for all, regardless of ethnicity, culture, gender or disability
- An acknowledged right to individual privacy
- Positive encouragement to all children to reach their potential intellectual growth
- Positive links with parents and guardians actively fostered, to aid the development of our boarders

Flexi-boarding

Flexi-boarding is an exciting addition to day children's School life and excellent preparation for those who will board for longer periods in their chosen senior Schools. Where possible, flexi-boarding requests should be made a week in advance to:

Girls' Houseparent, Miss Linda McCorquodale lm@sherborneprep.org or 01935 810918;

Boys' Housemaster, Mr Paul Shepherd – ps@sherborneprep.org or 01935 812713

Linda and Paul are often engaged in other areas of the School during the day. Please do leave a message if telephoning. Alternatively, a message may be left with the School Secretary – 01935 812097.

A nightly charge of £34 is added to the termly bill.

Bedtime

Bedtime actually means the time at which children go upstairs to their dormitory to start getting ready for bed. The routine may change when there are special events but otherwise Years 3 and 4 have toast at 19:50, quiet time from 20:15 and lights out at 20:30. Years 5, 6, 7 and 8 have toast at 20:00, with Years 5 and 6 starting their quiet time at 20:45 and lights out at 21:00. Years 7 and 8 follow slightly later with quiet time starting at 21:00 and lights out at 21:15.

Children are encouraged to look after their environment and will help to tidy their dormitories, common rooms and clear away their toast in the evening.

Boarders are expected to shower every day.

Boarding Meetings for Children and Staff

Each dorm in Acreman House has a Dorm Head representing the members of his dormitory at meetings to discuss issues important to the children in both boarding houses. Netherton House involves the whole House in meetings and all the girls decide on the issues most important to them. Ideas are shared at regular boarding meetings.

There are weekly meetings between boarding and pastoral care staff and any concerns are dealt with immediately.

Both houses have a warm and friendly atmosphere for our boys and girls, who come from all over the world.

Laundry

In Acreman House the Dorm Head takes a basket of washing to the Laundry in the evening. Clothes are usually washed overnight and returned the following day.

In Netherton the Housemistress collects the laundry and returns it the following evening.

Keeping in Touch

Mobile telephones are allowed for boarders only and are retained by House staff during the School day, they must not have internet access.

Both boarding houses have external pay phones, which also receive incoming calls. Calls may be taken outside of the School day, but not during prep or after bedtime.

Letters are always welcome and boarders love to receive them. Family and friends from outside the School are encouraged to write as often as possible. Children may also be contacted using their School email address.

If you need to reach your child urgently, messages may be left with the School Secretary from 08:30-17:10 on weekdays or from 08:10-12:30 on Saturdays. Outside of these times the duty staff carry a mobile telephone, the number for which is shown in the contact list at the back of this Handbook. If you have potentially distressing news please speak to a member of staff first if at all possible, so that the appropriate care and support may be provided.

If you are going away overnight or longer, please provide your child's form teacher or Houseparent with contact details.

Visiting

Parents are encouraged to support their children at matches and concerts.

Parents of boarders may wish to take their children out for a meal or for an activity after School. If a child leaves the School for any reason they must be signed out in the book in the main entrance hall and signed back in again on return. In the case of boarders, prior notice should be given to Houseparents. Boarders must be back in House by 21:30.

If there are other people who are likely to visit or take boarders out at weekends, please give their contact details to the Houseparents.

Sleepovers and Visits to Friends

Children who normally stay in School for the weekend may be go to a friend's house to stay if parental permission has been confirmed by email or letter to the Houseparent, ideally by the Thursday evening prior to the weekend the sleepover or visit is intended.

Birthdays

Children may have a small party with a group of friends in the evening and parents may either send in a cake and treats or arrange for the Houseparents to do so and charge the amount to the termly bill.

Home Comforts

Boarders are encouraged to bring personal stereos, ipods, books, posters, pictures and photographs with them. There is a selection of books in the common rooms, which boarders are welcome to borrow, in addition to superb range in our Powys Library.

Hair dryers, mobile telephone chargers and electric toothbrushes should first be checked by our maintenance department.

Year 8 children may bring a CD player, but do check with the Houseparents first so there are not too many in one dorm!

All items brought into School should be labelled with your child's name. We are not covered by insurance for loss or damage to personal belongings and you should cover your child's belongings through your own all risks insurance cover.

Personal Computers

There is no need to bring a laptop computer into School. Boarders have access to the computer suite in the evenings, supervised by staff. They are able to use the computer suite to finish prep, email friends and family and to play games.

Mobile Telephones

Boarders may bring a mobile telephone with them, but there are strict rules about their use and Houseparents look after the telephones during the School day and overnight. Mobile telephones should not have internet access.

Tuck

Boarders may bring a small amount of tuck, which is eaten on Wednesday evenings and at weekends. Supplies may be restocked with pocket money on accompanied trips into Sherborne on Saturday afternoons.

Pocket Money

Children in School over the weekend may bring pocket money of £2.00 to £3.00 per week, which should be handed to the Houseparents for safekeeping.

End of Term Discos

Discos are organised at the end of the Michaelmas and Summer terms.

Guardianship

If you do not live in the UK, your child will need a guardian to act on their behalf and represent their interests. An increasing number of consulates now require evidence of guardianship arrangements before issuing child visas to enter the UK. It may be necessary for your child to stay with their guardian for exeat and holidays if they are unable to return home.

The School is prohibited from recommending agencies or individuals, but a list of agencies who have placed children with Sherborne Prep is available from the Director of Marketing & Admissions.

Travel Arrangements for Boarders

There are two exeat each term when all children go home or to their Guardian family. There is also a half term holiday each term. The School Secretary contacts parents by email two weeks prior to each exeat, half term and end of term to confirm arrangements for travel and accommodation. She will also arrange for the purchase of rail tickets, which are charged to your termly account. For exeat and half term holidays there is a scheduled School train to London, supervised by a member of staff.

Before returning to School at the beginning of each term, we ask that parents confirm flight numbers and arrival times to the School Secretary.

A local firm provides taxi transport. For more information telephone Hounslow on 01935 814750, email info@hounslowtravelservices.com or visit their website www.hounslowtravelservices.com.

Friends of Sherborne Prep

The Friends of Sherborne Prep are parents of current or past pupils supporting the ethos and strengths of the School and raising funds to invest in the children's ongoing development. The Friends meet twice a term in the Powys Library and all parents are invited to take part or contribute through Class Representatives.

The Friends organise many social and fundraising events, including the traditional Christmas and Summer Fairs, Halloween Party and coffee mornings. They also promote the School in the community and represent parental concerns, ideas and views to the School.

Old Preppers Association

The Old Preppers Association (www.oldpreppers.org) enables Old Preppers to keep in contact with all the friends and members of staff who come to mean so much to them whilst they are at Sherborne Prep.

For more information about the Old Preppers Association please visit their website or email info@oldpreppers.org.

Well Being

Who to Contact

In the first instance, a child should talk to their form teacher if he or she has any problems or questions about School routine, etc. Form teachers spend a certain amount of non-teaching time with their form each day and are always approachable. If a child is not happy to do this, the Head of Pastoral Care, Mrs Annie Gent, may be contacted at any time during the day.

Boarders may prefer to talk to their Housemaster, Houseparent or Matron.

The Headmaster is also available and all staff in the School will respond to the needs of a child; no child should feel there is no-one to whom they can talk about a problem.

Each child from Year 6 has a personal tutor, who they select and feel happy to talk to.

Independent Listeners

Children may wish to talk to an adult from outside the School. We have Independent Listeners, who are known to the children and to the staff and whose photographs and contact information are displayed in classrooms and in the boarding houses:

Dr Simon Mottram, School Doctor: Work 01935 813438 or Home 01963 812003
Reverend Becky Ayers-Harris 01935 812245/01935 815309
Reverend Lindsay Collins, School Chaplain: 01935 810498

Or if you wish to speak to someone not connected with School:

Childline: 0800 11 11 (all calls are free of charge)
Ofsted (for boarding and welfare concerns): 0300 1231231
Children's Services Directorate: 01258 472652

Equality & Diversity

Sherborne Prep is lucky to have staff and families from diverse countries and cultures. We believe this enhances our rich environment and develops an appreciation of each other's differences and similarities. We value and respect each other.

Anti-bullying Policy

We have a full Anti-bullying Policy which is available on the School's website or from the School Office.

In essence, the School aims to promote an atmosphere in which bullying does not take place, in which relationships are based on openness, mutual respect, trust, care and consideration for others.

We take all reasonable measures to ensure that, as far as possible, every pupil feels safe and happy at School and supported and protected at all times. Preventative measures include Personal Social and Health Education lessons, discussions in form groups and assemblies. We also give guidance on the use of mobile phones and internet to prevent harassment.

Child Protection Policy

Sherborne Prep is committed to safeguarding and promoting the welfare of children and young people and expects all its staff and volunteers to share this commitment. We aim to provide a warm and secure environment, with an open and frank atmosphere, in which children can feel supported.

A full copy of the Child Protection Policy is available on the School's website or from the School Office.

Internet Policy

The Internet provides access to the vast information resources of the World Wide Web and allows electronic exchange of information by means of Email.

From school based systems, it will be deemed that use of the Internet will constitute an educational purpose, and that use therefore must be appropriate, relevant to duty, and mindful of security disciplines. Any information downloaded must be respectful of copyright, property rights and privacy. Information downloaded is stored in the cache of the system, therefore can potentially be observed by a third party, including pupils. Information uploaded must be mindful of confidentiality and data security.

Downloading of offensive or explicit material, unlicensed software or software for personal use at all times is unacceptable. Offensive sites that escape a block by the filtering application or firewall must be reported to the Headteacher or ICT Co-ordinator.

Effort should be made to ensure sites visited are clean, thus avoiding the download into our system of any virus. Sherborne Prep School networked machines use a Navaho firewall and the likelihood of contamination is minimal. However, any messages received from filtering programmes should be appropriately responded to and be reported to the ICT Co-ordinator.

Children working on the internet should be clearly guided to the purpose of their activity. At times research may involve following blind links, so careful monitoring and quick intervention should be prepared for. When practical, likely links should be pre-investigated. Public domain pictures can be copied and pasted, and short texts for reference can be downloaded, but pasting large unedited text into own work should be discouraged.

Children should have the nature of the internet explained in age appropriate terms at the beginning of each year, with ongoing reminders. This will be done in IT lessons for years 3 – 6, for years 7 & 8 it will be done in PSHE. The web mirrors the outside world and is not all good, safe and healthy. Children's work published to the web should have only first names as an identifier. Where identifiable faces appear in pictures, no names should be attached. Exceptions are only permitted with written parental consent.

If you are in any doubt with regard to any point please see the Deputy Head (Administration).

A copy of this policy is also available on the School's website or from the School Office.

Contacting the School

The School Office is open from 08:10 until 17:00 Monday to Friday and from 09:00 until 12:30 on Saturdays. The telephone number is 01935 812097 and non-urgent messages may be left on the voicemail service.

The Pre-Prep has a direct line with voicemail from 08:00 until 17:00. The number is 01935 817737. Please use this number if you have a child in Pre-Prep who is going to be absent or if collection arrangements change. The Nursery has its own direct line: 01935 810927.

The Bursar has a direct line: 01935 812351 and his Secretary is available from 09:00 until 17:00 Monday to Friday: 01935 810916.

Matron may be contacted in Sick Bay on 01935 812083, but do use the School Office number first during School hours.

There may be occasions when you need to contact the School out of office hours. The duty mobile 07745 378292 is the best point of contact for out of hours queries involving day children who are staying for prep and supper.

The duty mobile may also be used for contacting boarding staff, if you are not sure which number to call.

The Boys' Housemaster may be contacted direct on 01935 812713 or by email to ps@sherborneprep.org.

The Girls' Houseparent may be contacted direct on 01935 810918 or by email to lm@sherborneprep.org.

The Netherton payphone number is 01935 812444 and may be used to contact your daughter between 19:00 and 20:15.

In cases of emergency where none of the above telephone numbers are answered the following numbers may be used. Please do not use them for general School enquiries:

Deputy Head: Mr Daniel Fernley
Home: 01305 250583 Mobile: 07935 270559

Headmaster: Mr Peter Tait
Headmaster's Study: 01935 817099 Home: 01935 814411

Parental Complaints or Concerns

The full policy and procedures are available on the School website or by request from the School Office, explaining the formal process.

Parents who wish to make a formal complaint should contact their child's form teacher or Houseparent in the first instance and an informal resolution will be sought, possibly in conjunction with a senior member of staff or the Head of Pastoral Care.

If attempts to reach an informal resolution fail, the complaint may be made in writing to the Headmaster, who will then provide a copy of the School's formal complaints procedure for parents to choose the way forward. The procedure involves several stages, ultimately leading to a formal enquiry, which may include a panel hearing with representation from the School Governing Body.

Parents may also contact Children Services Directorate or Ofsted.

Children Services Directorate
North Dorset Local Office
Bath Road
Sturminster Newton
Dorset
DT0 1DR
Tel: 01258 472652
Fax: 01258 471228
Email: northdorsetsocialcare@dorsetcc.gov.uk

Ofsted (for boarding and welfare concerns)
Children's Services: 0300 1231231

School Email Addresses

School Executive

Headmaster: Mr Peter Tait hm@sherborneprep.org

Deputy Head: Mr Daniel Fernley df@sherborneprep.org

Director of Studies: Miss Sophie Clark sc@sherborneprep.org

Director of Marketing & Admissions: Mrs Sophie Harris sh@sherborneprep.org

Director of Boarding: Mr Paul Shepherd ps@sherborneprep.org

Head of Pre-Prep Mrs Heidi Berry hjb@sherborneprep.org

Bursary

Bursar: Mr Ed Flute bursar@sherborneprep.org

Bursar's Secretary: Mrs Allison Evans ae@sherborneprep.org

Bursar's Secretary: Mrs Gill Glegg gmg@sherborneprep.org

School Office

Headmaster's Secretary: Mrs Dee Lewis dl@sherborneprep.org

School Secretary part time: Miss Rowena Ferrier school office@sherborneprep.org

School Secretary part time: Mrs Aurora Mercer schooloffice@sherborneprep.org

Marketing & Admissions

Marketing & Admissions Assistant: Mrs Louise Litchfield ll@sherborneprep.org

Boarding Houses

Acreman

Housemaster: Mr Paul Shepherd ps@sherborneprep.org

Assistant Housemaster: Mr Frank Bridgeman-Sutton fbs@sherborneprep.org

Residential Matron: Mrs Kate Fow kf@sherborneprep.org

Netherton

Houseparent: Miss Linda McCorquodale lm@sherborneprep.org

Library

Librarian: Mrs Tamsin Holroyd th@sherborneprep.org

Teaching & Sports Staff

Addresses are preceded by initials and end @sherborneprep.org

Mr J Acton ja@
Mrs Lucy Allen la@
Mrs Heidi Berry hb@
Mr Frank Bridgeman-Sutton fb@
Mrs Honor Brown hmb@
Ms Caroline Dowdell cd@
Mr Ollie Elliott oe@
Miss Emma Fairclough ef@
Mrs Annie Gent ag@
Mrs R Horlock rmw@
Miss Jo Hunt jh@
Miss Gemma Illidge gi@
Mr Bongani Mafu bm@
Mrs Caroline Maggs cm@
Mrs K McGreal km@
Mrs Ali Parnell asp@
Ms F Reay fr@
Mrs Ruth Rogerson rr@
Mrs Freddie Salisbury fs@
Mrs Karen Smith ks@
Mr Bob Spiller bs@
Mrs Rosie Suttle rs@
Miss Maria Trkulja mt@
Mrs Ellen Velazquez ev@
Mr Fernando Velazquez fv@
Mr Sean Walbank sw@
Mrs L Wallington lw@
Mr Nick Whigham nw@

Friends of Sherborne Prep

Joint Chairs: Mrs Nicki Crinks nicki.crinks@virgin.net and Mrs Jo Hague hagueshome@tiscali.co.uk

School Rules

- I will respect other people and their property
- I will do as I am told by all members of staff
- I will be well-mannered and helpful at all times
- I will always work hard and try to do my best
- I will not hurt other people

Fees

Fees are reviewed by the Governors for the whole academic year during the spring term. They are payable termly in advance. Fees from 1 September 2011 will be:

Pre-Prep (including Nursery)

Full day	£2,520 per term
Nursery half day with lunch and rest time	£1,500 per term
Nursery basic half day	£1,280 per term

Day Children

Year 3	£3,805 per term
Year 4-8	£4,665 per term

Full and Weekly Boarders

Aged under 11 on 1 September 2011	£6,380 per term
Aged over 11 on 1 September 2011	£6,675 per term

Flexi-Boarding

£34 per night

Music tuition

£23.10 per 35-minute lesson

Extra Tuition

£21.50 per 35-minute lesson

Assessments for Extra Tuition

£130 for children in Years 3-8; £65 for Pre-Prep

English as an Additional Language

£23.10 per 35-minute lesson

Prep

£2.85 per evening (17:00-17:45)

Prep & Supper

£5.20 per evening (17:00-18:45)

Pre-Prep After School Care

£3.10 from 16:00-17:00

£5.45 from 16:00-17:45

£2.60 if staying after an activity, from 17:00-17:45

Pre-Prep After School Activities

£52 per activity per term

Additional Nursery Sessions

£24.85 per half day without lunch

£30.25 per half day with lunch

£5.50 lunch

School Magazine

£7.75 billed annually at the end of the School year

The Bursar will be pleased to offer advice on the payment of fees in advance and sibling discounts. A non-returnable registration fee of £50 is payable with the completed registration form. A deposit of £500 is payable for all children entering Year 3 and upwards once the School has made the offer of a place, and should be returned with the Acceptance Form.

Prep - Boys' Uniform List – Day Boys (Page 1 of 2)

All items must be clearly labelled

All	Long trousers (Trutex classic grey) or Grey shorts (above the knee)	All	Boys' School
All	Light Blue long or short sleeved shirt	All	Boys' School
All	School Tie	All	Boys' School
All	Navy blue V-necked pullover	All	Boys' School
All	School Blazer	All	Boys' School
All	Grey socks - short	All	Boys' School & *
All	Black shoes – plain - flat sole	All	*
3, 4, 5	Daps / plimsolls / Crocks (black) – indoor shoes	All	*
All	Navy Waterproof Fleece Lined Coat	All	Boys' School
	Accessories		
All	Art Shirt (old) or Overalls	All	*
All	1 x Sun Hat (free choice)	Summer	*
All	1 x Large Water Bottle	All	Boys' School & *
3, 4, 5	School Book Bag	All	Boys' School
	Prep Boys' Sports Clothing		
All	School Sports Bag	All	Boys' School
All (optional)	Boot Bag	All	Boys' School
All	School Tracksuit	All	Boys' School
All (optional)	Hooded School tracksuit top	All	Boys' School
All	Sports shorts – Navy Blue	All	Boys' School
All	Rugby Jersey – Green & blue stripes (match shirt)	Autumn	Boys' School
All	Rugby Jersey – Red, blue & black stripes (Training shirt)	Autumn	Boys' School
All	Sports socks blue, red, green striped	Autumn / Spring	Boys' School
All	Sports Trainers – mostly white with good grip soles	All	*
All	Rugby boots (with removable studs) not moulded type	Autumn	*
All (optional)	Base layer – skins (white, black or blue)	Autumn / Spring	Boys' School & www.playerlayer.com
All	Sports shirt – Blue & Red (hockey / football / P.E.)	All	Boys' School
All	White polo shirt (with house colours) – Cricket / Athletics	Summer	Boys' School & *
4, 5, 6, 7 & 8	White trousers long – Cricket	Summer	Boys' School
All	White Sweater – Cricket, v-necked, plain	Summer	Boys' School
All	White Cricket hat	Summer	Boys' School & *
All	White sports socks - plain	Summer	*
	Accessories		
All	Shin Pads - Hockey / Football	Spring	Boys' School & *
All	Mouth Guards x 2	Autumn / Spring	Boys' School & *
All (Optional)	Hockey stick (size – measure one inch below hip bone)	Spring	Boys' School & *
All	Towel (for showering after sport) (with loop attached)	All	*
5, 6, 7 & 8 (Optnl)	Astro shoes (Hockey teams)	Spring	*

Prep - Boys' Uniform List

All items must be clearly labelled

P

– Day Boys (Page 2 of 2)

Year	Swimming Kit	Term	Where From
3, 4, 5, 6 + elite squad	School swim trunks	All	Boys' School
3, 4, 5, 6 + elite squad	Goggles (Speedo or Zoggs)	All	Boys' School & *
3, 4, 5, 6 + elite squad (optional)	Swim Hat with school crest	All	Boys' School
3, 4, 5, 6 + elite squad	Towel Royal Blue with school crest (for swimming)	All	Boys' School

* Nationwide availability

** House Colours:

Greeks – Green

Normans – Blue

Romans – Red

Trojans – Yellow

All items are compulsory unless stated optional.

The number of each sporting item is left for you to decide, but do bear in mind they are needed at least four days per week.

Many of the above items may be available from Prep School second-hand Uniform Shop. Open Mondays 08:00am – 09:00am during Term time, or call Mrs Sarah Gibbs on 07971 561466.

It is suggested that you make an appointment with the Boys' School shop if you are looking to purchase a number of items at any one time, then they can offer you a dedicated service. Their telephone number and address is:

Sherborne School Shop
Abbey Road
Sherborne
Dorset
DT9 3LF

Tel: 01935 810506

The Boys' School shop also offer a name taping service, where they can provide the name tapes and sew them onto all items, please discuss with them for more information and lead time.

Name Taping Guidelines:

- Basic Uniform - inside on collar or waistband
- Sports clothing - Tops - on outside on left chest
 - Tracksuit - inside
 - Shorts & skorts - inside waistband
 - Socks - under turndown

Prep - Boys' Uniform List – Boarding Boys (Page 2 of 3)

Year	Item	Term	Where From
All	Swimming Kit		
3, 4, 5, 6 + elite squad	2 x Long trousers (Trutex classic grey) or Grey shorts (above the knee)	All	Boys' School
3, 4, 5, 6 + elite squad	1 x School swim trunks	All	Boys' School
3, 4, 5, 6 + elite squad	1 x Goggles (Speedo or Zoggs)	All	Boys' School & *
3, 4, 5, 6 + elite squad	3 x Light Blue long or short sleeved shirt	All	Boys' School
3, 4, 5, 6 + elite squad (optional)	1 x School Hat with school crest	All	Boys' School
3, 4, 5, 6 + elite squad	2 x Navy blue V-necked pullover	All	Boys' School
3, 4, 5, 6 + elite squad	1 x Towel Royal Blue with school crest	All	Boys' School
All	1 x School Blazer (for swimming)	All	Boys' School
All	5 x Grey socks – short	All	Boys' School & *
All	1 x Black shoes – plain - flat sole	All	*
3, 4, 5	1 x Daps / plimsolls / Crocks (black) – indoor shoes	All	*
All	1 x Navy Waterproof Fleece Lined Coat	All	Boys' School
Accessories			
All	1 x Art Shirt (old) or Overalls	All	*
All	1 x Sun Hat (free choice)	Summer	*
All	1 x Large Water Bottle	All	Boys' School & *
3, 4, 5	1 x School Book Bag	All	Boys' School
Prep Boys' Sports Clothing			
All	1 x School Sports Bag	All	Boys' School
All (optional)	1 x Boot Bag	All	Boys' School
All	1 x School Tracksuit	All	Boys' School
All (optional)	1 x Hooded School tracksuit top	All	Boys' School
All	2 x Sports shorts – Navy Blue	All	Boys' School
All	1 x Rugby Jersey – Green & blue stripes (match shirt)	Autumn	Boys' School
All	1 x Rugby Jersey – Red, blue & black stripes (Training shirt)	Autumn	Boys' School
All	2 x Sports socks blue, red, green striped	Autumn / Spring	Boys' School
All	1 x Sports Trainers – mostly white with good grip soles	All	*
All	1 x Rugby boots (with removable studs) not moulded type	Autumn	*
All (optional)	Base layer – skins (white, black or blue)	Autumn / Spring	Boys' School & www.playerlayer.com
All	1 x Sports shirt – Blue & Red (hockey / football / P.E.)	Spring / Summer	Boys' School
All	2 x White polo shirt (with house colours) – Cricket / Athletics	Summer	Boys' School & *
4, 5, 6, 7 & 8	1 x White trousers long – Cricket	Summer	Boys' School
All	1 x White Sweater – Cricket, v-necked, plain	Summer	Boys' School
All	1 x White Cricket hat	Summer	Boys' School & *
All	2 x White sports socks - plain	Summer	*
Accessories			
All	1 x Shin Pads - Hockey / Football	Spring	Boys' School & *
All	2 x Mouth Guards	Autumn / Spring	Boys' School & *
All (Optional)	1 x Hockey stick (size – measure one inch below hip bone)	Spring	Boys' School & *
All	1 x Towel (for showering after sport) (with loop attached)	All	*

All items must be clearly labelled

* Nationwide availability

** House Colours:
Greeks – Green
Normans – Blue
Romans – Red
Trojans – Yellow

All items are compulsory unless stated optional.

The number of each sporting item is left for you to decide, but do bear in mind they are needed at least four days per week.

Many of the above items may be available from the Prep School second hand Uniform Shop. Open Mondays 08:00am – 09:00am during Term time, or call Mrs Sarah Gibbs on 07971 561466.

It is suggested that you make an appointment with the Boys' School shop if you are looking to purchase a number of items at any one time, then they can offer you a dedicated service. Their address and telephone number is:

Sherborne School Shop
Abbey Road
Sherborne
Dorset
DT9 3LF

Tel: 01935 810506

The Boys' School shop also offer a name taping service, where they can provide the name tapes and sew them onto all items, please discuss with them for more information and lead time.

Name Taping Guidelines:

- Basic Uniform - inside on collar or waistband
- Sports clothing - Tops - on outside on left chest
 - Tracksuit - inside
 - Shorts & skorts - inside waistband
 - Socks - under turndown

Prep - Boys' Uniform List – Boarding Boys (page 3 of 3)

All items must be clearly labelled

Year	<u>Boarding Boys Additional Items</u>	Term	Where From
All	2 x pairs pyjamas (own choice)	All	*
All	1 x dressing gown (own choice)	All	*
All	1 x pair of slippers (own choice)	All	*
All	2 x vests (if worn)	All	*
All	7 x pairs underpants (own choice)	All	*
All	1 x duvet & 1 x pillow (optional)	All	*
All	2 x duvet covers (own choice)	All	*
All	2 x pillow cases (own choice)	All	*
All	2 x large 'bath' towels – with loops attached	All	*
All	1 x Black shoe cleaning kit – in container	All	*
All	5 x trouser hangers	All	*
All	1 x pair Wellington boots	All	*
All	4 x pairs mufti socks	All	*
All	1 x woolly hat for outings	Autumn / Spring	*
All	1 x sun hat for outings	Summer	*
All	1 x pair gloves for outings	All	*
All	1 x sponge bag containing:	All	*
All	1 x hair brush & comb	All	*
All	1 x nail brush	All	*
All	1 x Toothbrush & toothpaste	All	*
All	1 x hair shampoo (& conditioner if used)	All	*
All	1 x Shower gel (Not Soap)	All	*
All	2 x face flannels (with loops attached)	All	*
All	Deodorant (if used) – Not aerosol variety	All	*
All	Sun Cream	Spring / Summer	*
	Additional OPTIONAL items:		
All	Mobile phone – NO internet connectivity	All	*
All	Writing pad & all associated stationary etc.	All	*
All	Games – named – NO internet connectivity	All	*
All	Soft toys	All	*
All	Posters / Photos to decorate dormitory	All	*
All	Personal / seasonal sports equipment as required.	All	*

* Nationwide availability

The Boys' School shop also offer a name taping service, where they can provide the name tapes and sew them onto all items, please discuss with them for more information and lead times.

Prep - Girls' Uniform List – Day Girls (Page 1 of 2)

All items must be clearly labelled

Year	<u>Item</u>	Term	Where From
All	School Tartan Kilt	Autumn & Spring	Boys' School
All	Light Blue long or short sleeved blouse	Autumn & Spring	Boys' School
All	Navy blue V-necked pullover	All	Boys' School
All	School Blazer	All	Boys' School
All	Navy blue socks (knee length) or navy tights	All	*
All	Black shoes – plain - flat sole	All	*
3, 4, 5	Black Daps / plimsolls / Crocks – indoor shoes	All	*
All	Navy Waterproof Fleece Lined Coat	All	Boys' School
Optional Summer Uniform for years 7 & 8			
3, 4, 5 & 6	Light blue and white gingham dress	Summer	Boys' School
Accessories			
All	Art Shirt (old) or Overalls	All	*
All	Navy (only) hair band / hair ties etc	All	*
All	Large Water Bottle	All	Boys' School & *
All	Sun Hat (free choice)	Summer	*
3, 4, 5	School Book Bag	All	Boys' School
Prep Girls Sports Clothing			
All	School Sports Bag	All	Boys' School
All (Optional)	Boot Bag	All	Boys' School
All	School Tracksuit	All	Boys' School
All (Optional)	Hooded School tracksuit top - blue	All	Boys' School
All	Navy blue skort	All	Boys' School
All	Sports shirt red, white & blue (hockey, PE, Netball)	All	Boys' School
All	Sports socks blue, red, green striped	Autumn / Spring	Boys' School
All	Sports Trainers – mostly white with good grip soles	All	*
5, 6, 7 & 8 (Optional)	Astro shoes (Hockey teams)	Autumn	*
All (Optional)	Base layer – skins (white, black or blue)	Autumn / Spring	Boys' School & www.playerlayer.com
All	White polo shirt with house colours (Athletics / rounders) **	Summer	Boys' School & *
All	White sports socks – plain	Summer	*
Accessories			
All	Shin Pads - Hockey	Autumn	Boys' School & *
All	Mouth Guards x 2	Autumn	Boys' School & *
All	Towel (for showering after sport) (with loop attached)	All	*
All (Optional)	Hockey stick (size – measure one inch below hip bone)	Autumn	Boys' School & *
Swimming Kit			
3, 4, 5, 6+elite squad	School swimming costume	All	Boys' School
3, 4, 5, 6+elite squad	Goggles (Speedo or Zoggs)	All	Boys' School & *
3, 4, 5, 6+elite squad	Swim Hat with school crest	All	Boys' School
3, 4, 5, 6+elite squad	Towel Royal Blue with school crest	All	Boys' School

Prep - Girls' Uniform List – Day Girls (Page 2 of 2)

* Nationwide availability

** House Colours:

Greeks – Green

Normans – Blue

Romans – Red

Trojans – Yellow

All items are compulsory unless stated optional.

The number of each sporting item is left for you to decide, but do bear in mind they are needed at least four days per week.

Many of the above items may be available from the Prep school second hand Uniform Shop. Open Mondays 08:00am – 09:00am during Term or call Mrs Sarah Gibbs on 07971 561466.

It is suggested that you make an appointment with the Boys' School shop if you are looking to purchase a number of items at any one time, then they can offer you a dedicated service. Their address and telephone number is:

Sherborne School Shop
Abbey Road
Sherborne
Dorset
DT9 3LF

Tel 01935 810506

The Boys' School shop also offer a name taping service, where they can provide the name tapes and sew them onto all items, please discuss with them for more information and lead time.

Name Taping Guidelines:

- Basic Uniform - inside on collar or waistband
- Sports clothing - Tops - on outside on left chest
 - Tracksuit - inside
 - Shorts & skorts - inside waistband
 - Socks - under turndown

Prep - Girls' Uniform List – Boarding Girls (Page 1 of 2)

All items must be clearly labelled

Year	<u>Item</u>	Term	Where From
All	2 x School Tartan Kilt	Autumn & Spring	Boys' School
All	3 x Light Blue long or short sleeved blouse	Autumn & Spring	Boys' School
All	2 x Navy blue V-necked pullover	All	Boys' School
All	1 x School Blazer	All	Boys' School
All	5 x Navy blue socks (knee length) or navy tights	All	Boys' School & *
All	1 x Black shoes – plain - flat sole	All	*
3, 4, 5	1 x Black Daps / plimsolls / Crocks – indoor shoes	All	*
All	1 x Navy Waterproof Fleece Lined Coat	All	Boys' School
Optional Summer Uniform for years 7 & 8			
3, 4, 5 & 6	1 x Light blue and white gingham dress	Summer	Boys' School
Accessories			
All	1 x Art Shirt (old) or Overalls	All	*
All	3 x Navy (only) hair band / hair ties etc	All	*
All	1 x Sun Hat (free choice)	Summer	*
3, 4, 5	1 x School Book Bag	All	Boys' School
Prep Girls Sports Clothing			
All	1 x School Sports Bag	All	Boys' School
All (Optional)	1 x Boot Bag	All	Boys' School
All	1 x School Tracksuit	All	Boys' School
All (Optional)	1 x Hooded School tracksuit top - blue	All	Boys' School
All	1 x Navy blue skort	All	Boys' School
All	2 x Sports shirt red, white & blue (hockey, PE & netball)	Autumn / Spring	Boys' School
All	2 x Sports socks blue, red, green striped	Autumn / Spring	Boys' School
All	1 x Sports Trainers – mostly white with good grip soles	All	*
5, 6, 7 & 8 (Optional)	1 x Astro shoes (Hockey teams)	Autumn	*
All (Optional)	1 x Base layer – skins (white, black or blue)	Autumn / Spring	Boys' School & www.playerlayer.com
All	2 x White polo shirt with house colours (Athletics / rounders) **	Summer	Boys' School & *
All	2 x White sports socks – plain	Summer	*
Accessories			
All	1 x Shin Pads - Hockey	Autumn	Boys' School & *
All	2 x Mouth Guards	Autumn	Boys' School & *
All (Optional)	1 x Large water bottle	All	Boys' School & *
All	1 x Towel (for showering after sport) (with loop attached)	All	*
All (Optional)	1 x Hockey stick (size – measure one inch below hip bone)	Autumn	Boys' School & *
Swimming Kit			
3, 4, 5, 6+elite squad	1 x School swimming costume	All	Boys' School
3, 4, 5, 6+elite squad	1 x Goggles (Speedo or Zoggs)	All	Boys' School & *
3, 4, 5, 6+elite squad	1 x Swim Hat with school crest	All	Boys' School
3, 4, 5, 6+elite squad	1 x Towel Royal Blue with school crest	All	Boys' School

Prep - Girls' Uniform List – Boarding Girls (page 2 of 2)

All items must be clearly labelled

Year	<u>Boarding Girls Additional Items</u>	Term	Where From
All	2 x pairs pyjamas / nighties (own choice)	All	*
All	1 x dressing gown (own choice)	All	*
All	1 x pair of slippers (own choice)	All	*
All	4 x bras / crop tops / vests (own choice)	All	*
All	7 x pairs briefs / knickers (own choice)	All	*
All	1 x shower cap	All	*
All	1 x duvet & 1 x pillow (optional)	All	*
All	2 x duvet covers (own choice)	All	*
All	2 x pillow cases (own choice)	All	*
All	2 x large 'bath' towels – with loops attached	All	*
All	1 x Black shoe cleaning kit – in container	All	*
All	5 x clothes hangers	All	*
All	1 x pair Wellington boots	All	*
All	4 x pairs mufti socks / tights	All	*
All	1 x woolly hat for outings	All	*
All	1 x pair gloves for outings	All	*
All	1 x sponge bag containing:	All	*
All	1 x hair brush & comb	All	*
All	1 x nail brush	All	*
All	1 x Toothbrush & toothpaste	All	*
All	1 x hair shampoo (& conditioner if used)	All	*
All	1 x Shower gel (Not Soap)	All	*
All	2 x face flannels (with loops attached)	All	*
All	Deodorant (if used) – Not aerosol variety	All	*
	Additional OPTIONAL items:		
All	Mobile phone – NO internet connectivity	All	*
All	Writing pad & all associated stationery etc.	All	*
All	Games – named – NO internet connectivity	All	*
All	Soft toys	All	*
All	Posters / Photos to decorate dormitory	All	*
All	Personal / seasonal sports equipment as required.	All	*

* Nationwide availability

** House Colours:

Greeks – Green

Normans – Blue

Romans – Red

Trojans – Yellow

All items are compulsory unless stated optional.

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Stationery & Equipment List – Years 3 - 8

- All items must be named
- All items should be contained in a named pencil case, as far as possible.

✓	Year 3
	4 x HB pencils
	1 x pencil sharpener
	2 x erasers
	Set of coloured pencils
	1 x Glue stick
	1 x 30 cm rigid ruler
	Oxford English Dictionary
	Collins Thesaurus
	1 x pair round ended scissors

✓	Year 4
	4 x HB pencils
	1 x Pencil sharpener
	2 x erasers
	Set of coloured pencils
	1 x Glue stick
	1 x 30 cm rigid ruler
	1 x Berol handwriting pen – blue
	Oxford English Dictionary
	Collins Thesaurus
	1 x fountain pen & blue ink cartridges
	1 x pair round ended scissors
	1 x Wallet folder
	1 x 180° protractor

✓	Year 5
	4 x HB pencils
	1 x Pencil sharpener
	2 x erasers
	Set of coloured pencils
	1 x glue stick
	1 x 30 cm rigid ruler
	1 x Berol handwriting pen – blue
	Oxford English Dictionary
	Collins Thesaurus
	1 x fountain pen & blue ink cartridges
	1 x pair round ended scissors
	1 x Wallet folder
	1 x 180° protractor & 1 x set square
	1 x pair of compasses (pref. metal with small pencil)
	1 x highlighter pen
	French Dictionary (optional), this can be borrowed from the school

✓	Years 6, 7 & 8
	4 x HB pencils
	1 x Pencil sharpener
	2 x erasers
	Set of coloured pencils
	1 x glue stick
	1 x 30 cm rigid ruler
	Oxford English Dictionary
	Collins Thesaurus
	1 x fountain pen & blue ink cartridges
	1 x pair round ended scissors
	1 x Wallet folder
	1 x ring-binder file & dividers
	1 x 180° protractor & 1 x set square
	1 x pair of compasses (pref. metal with small pencil)
	1 x highlighter pen
	1 x set of Index Cards & File Box for Study notes
	1 x Scientific Calculator (pref. Casio fx 83GTPLUS)
	French Vocab, French Dictionary, Atlas, Bible & Study Skills book will be provided and charged to your School Account, as necessary.



Day Girls & Boys aged 2-13
Boarding Girls & Boys aged 7-13

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