



Pupils' Guide to Boarding

2026 · 2027

Everything you need to know about life in the boarding house, from your first night to your last. If it matters to you, it matters to us.

WITHAM HALL · THE BOARDING HOUSE





Who's Who



Mr & Mrs Meadows, Houseparents

The Houseparents

Mr and Mrs Meadows share the responsibility for the boarding house and all of the boarders. You can speak to us about anything at all. If it matters to you, it matters to us.

Our flat is located on the boys' side of the boarding house, and when we are home the flat door will be open. If the door is open but you cannot hear us, please ring the doorbell. After lights out the door will close, but should you ever need us for anything, please ring the doorbell. Girls have access to Miss Harrison's flat: ring the bell or knock on the door and let her know if you would like to see either of us.

The Matrons

The Matrons are Miss Harrison and Miss Southwood. Miss Harrison is Head Matron and is resident in the boarding house. The Matrons look after medical and health matters, hygiene, laundry and tidiness. They are always keen to chat and are available through the day and night.

Assistant Housemaster

Mr Chapman is the Assistant Housemaster. You will see him in the Boarding House in the evenings and mornings, on boarding trips and activities, or just popping in to say hello.

Other Boarding Staff

Mr Austen	Miss Healy	Mrs Rathbone
Mrs Birch	Mrs Hettema	Miss Rule
Mr Blake	Ms Lee	Mr Squire
Mr Candy	Mr Maudsley	Mrs Tregunno
Miss Cox	Mrs Neighbour	Mr Woodhouse

Whatever the time, day or night, there will be a friendly face amongst the staff around.



Settling In

Your Bedroom

You will be in a bedroom with children of a similar age. One of the good things about boarding is that you learn to get on with lots of different people, and you will be able to make friends with all the boarders at Witham, no matter which bedroom you are in.

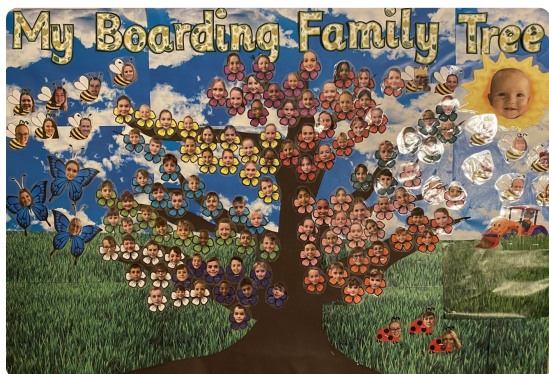
We encourage you to bring in photographs and pictures and display them on your pin board, and we would love to see decorated and personalised dorms. You will have your own photo frame next to your bed, so please bring a 4x6 photo from home. You should always have a reading book or magazine beside your bed for the quiet reading period before lights go out each night.



Helping Each Other

When you first board, a 'boarding buddy', usually an experienced boarder of a similar age, will help you get used to your new surroundings and routines. All boarders are encouraged to help each other, and they will be happy to help you if you are unsure about anything.

There are also 'boarding families' within the boarding house. Each family comprises members from every year group, and there should always be one member of your family boarding on the same night as you.



Our Boarding Family Tree

House Safety

The boarding areas and the main school building are alarmed. No one can enter or leave the boarding areas without waking everybody up! We also practise fire drills at various points throughout the year.



Day to Day

Keeping in Touch with Home

There are two phone booths from which you can phone home in the evenings, but you must remember to inform the duty member of staff before using the phone. You can also phone home from the surgery should you need to later in the evening, and if it is necessary, the duty staff will allow you to use the main school phone.

During the school day, your form tutor and other staff will try to help you resolve any issues, and Mrs Dimeloe is also in the office to help you.

Food and Drink

Food is in plentiful supply! Every breakfast includes cereal, fruit juice, fruit, yoghurt, tea and toast, as well as a hot dish that changes each day. A drink and a snack are available at morning break. A hot meal is provided for lunch, along with pudding. In the afternoon another snack is available. Tea is at 1715, and you can have cake, fruit, cereal, water or hot chocolate before you go to bed.

You can also help yourself to water throughout the day from the water stations around school. You will be provided with your very own Witham Hall water bottle for use during the night, and water fountains in the boarding house let you fill it with filtered water.



If You've Lost Something

You must look after your possessions properly: always make sure they are clearly named, and put them away after you have used them.

The Matrons store items that are found in the boarding house, so check with them if you are still unable to find what you have lost. You should inform a member of staff if you are unable to find something.

If You Don't Feel Well

If you feel unwell, the best times to see the Matrons are first thing in the morning, break time, lunchtime, afternoon snack time, or during surgery time after tea. If there are no Matrons available in the surgery, there is a walkie-talkie for you to use to alert a Matron, and she will come to the surgery as soon as possible.

If you feel unwell during the night: boys should knock on Mr and Mrs Meadows' door and ring the bell; girls have access to Miss Harrison's flat and should ring the bell.



If You Are Upset or Worried

You should talk to somebody! This could be Mr or Mrs Meadows, any of the other boarding staff, the Matrons, your form teacher, or even a friend or member of your boarding family.

Alternatively, you can contact Father Ed, the school Chaplain, who comes into school frequently and is always happy to listen to any problems you might have. There is also a School Counsellor, Penny Newton, who visits the school regularly. Appointments can be booked in advance, or there are drop-in sessions; speak to Miss Rule, Mr or Mrs Meadows, your form tutor or any other member of staff to arrange a time to meet with Penny.

You can also talk to someone completely independent of the school. Matt Wild is the Raising Generations Pastor at St George's Church in Stamford. Please also see the posters in your dorms, the boarding house corridors and around school for contact details.



Father Ed, School Chaplain

Helpful Contacts

Father Ed**01778 591 358**

School Chaplain

Matt Wild**01780 481 800**Independent of the school • matt.wild@stgeorgeschurch.net**ChildLine****0800 1111**

Free, confidential, any time of day or night

The Post-Box

Within each sitting room is a post-box. You can use this to share any suggestions, comments or complaints. If you have any worries or concerns you do not feel comfortable sharing directly with a member of staff, please do put a note in the post-box so we can act upon your thoughts. You can put your name on the note, or leave it anonymous if you prefer.

Making a Complaint

If you have a complaint about a fellow pupil, you should talk to a member of staff in the first instance. This might be your Form Tutor, Houseparent, Mentor, Matron, the Headmaster, or any other member of staff. If the staff member cannot easily resolve the issue for you, you may wish to make a formal complaint by writing to your Form Tutor, Houseparent or Mentor.

If you have a complaint about a member of staff, you should speak to the Headmaster. If you prefer, you can speak to another member of staff, who will refer your complaint on to the Headmaster for you. If your complaint is about the Headmaster, you can speak to a Deputy Head, or any teacher, and the Deputy Head will help to investigate.

In all instances, staff will want you to share your complaint fully, so they can help you as best as possible.



Your Voice in the House

Boarding Council

Your Chair of Boarding Council is there for you to talk to regarding anything to do with boarding. They meet regularly with Mr and Mrs Meadows, and also help support all new boarders.

The Chair of Boarding Council meets with the Boarding Council members and Mr & Mrs Meadows every three to four weeks to discuss boarding matters. Boarding Council members collate your views and opinions to share at this meeting, and then feed back to you what was discussed.

Living in a Boarding House: The Golden Rules

Boarding at Witham Hall is great fun, but so that we can all enjoy ourselves, there are just a few rules we insist that you follow:

- 1 Always be respectful of all members of the boarding team.
- 2 Be polite to everyone in the boarding house, children and adults.
- 3 Respect the privacy and belongings of others.
- 4 Only enter someone else's dorm with permission from the boarding staff.
- 5 Respect each other's right to sleep. **No talking after lights out.**
- 6 Be a good boarder. Care for each other.

The Golden Rule: do unto others as you would have them do unto you.





What Can I Bring to the Boarding House?

In the boarding house there are plenty of things to do to occupy your time, and plenty of people to play games with and chat to. You should not bring expensive games to school: we do not have storage space for them, and we do not wish for them to get broken or lost.

Please do bring

- A teddy
- Books and magazines
- Playing cards
- A 4x6 photo from home for your bedside frame

All clearly named, please.

Must not be brought in

- ✗ Mobile phones
- ✗ Money
- ✗ Tuck
- ✗ Electrical items such as tablets

If you accidentally bring something in that you think you should not have, hand it in to the Matrons, Houseparents or duty member of boarding staff.

The one exception: Weekly Boarders may bring in an e-reader with books pre-loaded. **The device must be given to Matron at lights out.**

Flexi-Boarders: Your Packing List

Each time you stay in the boarding house, you will need to bring the following with you:

- Pyjamas, dressing gown and slippers
- Toilet bag: toothbrush, toothpaste, shower gel, shampoo, comb, shower cap (girls)
- Towel
- Clean underwear, socks and a shirt for each day of your stay
- One set of play clothes
- Reading book
- Teddy!

Please make sure that all your belongings are clearly named.





The Boarders' Routine

MORNING		EVENING	
0710	Wake up, wash and get dressed (smart uniform and combed hair!). Clean your teeth, make your bed and tidy your bedroom.	1715	Tea, followed by free time and activities.
0730	Breakfast, followed by a final check on bedrooms.	1745	Change out of your uniform into your own clothes.
0815	Go to form rooms. The school day starts.	1900-1945	Use of the Sports Hall, AV Room and Gym, arranged and supervised by the Boarding Team.
		1905	Hot drink and evening snack available. Make time for a snack before sign-up.

There are a variety of activities on offer, and weekly boarders are encouraged to take part in at least two evening activities per week. You also have use of the Lounges, which provide TV and a range of games, as well as the Games Room. The Library is available for independent work, or as a quiet place to relax and reflect, during the evening too.

Bedtimes

You should 'sign up' with the member of staff on duty and be upstairs by the times below. We offer earlier sign-up from 1900 all year, giving you more time upstairs to relax, play games and have fun before settling down. Once upstairs, shower, brush your teeth and get ready for bed. Weekly boarders should place their laundry in the basket provided. At the end of the evening there is a 15-minute reading period, followed by lights out.

YEAR	UPSTAIRS BY	LIGHTS OUT
Year 4	1930	2015
Year 5	1930	2030
Year 6	1945	2040
Year 7	2000	2050
Year 8	2015	2100



A Boarders' Breakfast

Boarders' Breakfasts

At the end of each half term, staff nominate pupils who they feel have made a positive contribution to boarding. Pupils with the most nominations receive an invitation to a Boarders' Breakfast: a special breakfast at the Headmaster's house with some of your fellow boarders. If you do not normally board the night before, you will be offered the opportunity to board for an extra night free of charge.

One Last Thing...

We hope you enjoy your time boarding with us at Witham, and we look forward to welcoming you. Have a wonderful year ahead!

Mr & Mrs Meadows

