OLD SWINFORD HOSPITAL



STUDENT HANDBOOK 2000

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(1) FROM THE HEADMASTER

The object of this Handbook is to give you some idea of the workings of your new school, the general routine, the work programme and the range of activities outside the classroom. You will find here much of the information you need to make the most of the opportunities you have at Old Swinford. But remember that whatever you do at home or at school, the more you put into any activity, the more you will get out of it.

You will no doubt want or need to come to see me at various times, whether to hand in a Distinction Card, or to ask for permission for something. My study is in the Oak Room, at the end of the Library. A good time to find me is between 8.00 a.m. and 8.20 a.m. on most mornings, except Fridays. I am usually available on weekdays after school lessons end, between 3.45 and 5.30 p.m., except on Tuesdays.

I hope you enjoy your career at Old Swinford, and that you will not only make good friends at the school but also gain the academic qualifications you will need for later life.

C F R POTTER

(2) HISTORY OF THE SCHOOL

The school was opened in the late Summer of 1670 by Thomas Foley, an Ironmaster whose estate was at Great Witley in Worcestershire. He had made a great deal of money in the Civil War, it is said, by supplying cannons and cannon balls to both sides. The model for his school at Stourbridge was Christ's Hospital at Abingdon, near Oxford and we read in Pepys' Diary of his visit to this institution to see how it was organised. Thomas Foley also studied the arrangements at Queen Elizabeth's Hospital in Bristol and Chetham's School, Manchester.

The word Hospital in the name of the school has no connection in our case with medicine. The word is derived from the Latin 'hospes' which means, amongst other things, a guest. In former times someone could be a guest in an institution for education as well as healing. However, in earlier years Hospitals were charities.

Old Swinford Hospital was established by Thomas Foley to educate 60 boys, as boarders, who came from families who were 'poor but honest'. Most of them came from particular parishes e.g. Great Witley, Little Witley, Oldswinford, Hagley, Pedmore, Harborne, West Bromwich, Alvechurch, Kidderminster, Bewdley, Womborne, Kingswinford, Stourbridge, Dudley, Rowley Regis.

Thomas Foley built the building we now call Founder's. When he died in 1678, he also gave by his will the manor of Pedmore and a considerable sum of money to the Trustees of his endowments, whom he called Feoffees. The Feoffees still today look after the lands, properties and money which belongs to the Foundation. Amongst the first Feoffees were Thomas' three sons, Thomas, Philip and Paul; their descendants still have the right of three places amongst the Feoffees. You can see a list of Feoffees on the board in the Library.

The boys generally entered the school at the age of 7 or 8 and left to be apprenticed at 14. The Feoffees paid for their apprentice uniform. The boys' uniform at school, also supplied by the Feoffees, resembled the apprentice dress, being a long blue coat with blue stockings. The parents of a boy who came to Old Swinford paid nothing towards his education until 1950.

Over the centuries after 1670 the arrangements for the education of the boys changed little. In the nineteenth century the numbers were increased and the building known now as Maybury House was built in 1885 to accommodate extra boys.

In 1950 the school ceased to be independent and became 'voluntary-aided' by the state in return for admitting a certain number of local day boys. This meant that the cost of all boys education was paid for by the state in future. However, for boarders, the boarding costs had either to be met by parents or a grant.

In the 1950s the numbers in the school increased and a Sixth Form was started. It was at this time that various buildings, such as the main teaching block, known as Lyttelton, was put up.

In the late 1970s it was decided to increase the boarding numbers and four new boarding houses have been built, Foley (1982), Witley (1983), Dudley (1984) and Baxter (1990). The numbers in the school are now about 550 including about 200 in the Sixth Form.

In September 1989 the school became one of the first Grant Maintained Schools. This meant that the school directly received the money for running the educational side of the school, whereas formerly the local education authority had a considerable influence as to how the school was run. The school therefore made its own decisions as to how the money is spent for the benefit of the boys.

In September 1999, the school reverted to 'Voluntary-Aided' status, with the ending of the GM system. Under the new arrangements, however, much has continued as under GM status, and the freedoms we have enjoyed in the last ten years still exist.

(3) YOUR TUTOR

All boys have a Tutor who supervises their progress in the school, both in and out of the classroom. The Tutor is assigned by the Housemaster who also acts as a Tutor to some boys in his House.

There is a meeting once a week when the Tutor meets his tutorial group. For those in Years 7 - 9, the meeting is on Thursday mornings at 8.35 a.m. Boys in Years 10 - 13 meet their Tutor on Wednesdays at 8.35 a.m. In addition, boarders and out-boarders meet their Tutor on an individual basis once a fortnight, as do an increasing number of Sixth Form day boys. The Tutor not only exists to give advice and encouragement, but also to help if there are any problems.

(4) BEHAVIOUR, DISCIPLINE AND SANCTIONS

General Expectation

You are expected to behave well at all times, both within the school and outside, with common sense and full consideration for others. A community can only work well and for the good of all if every person conducts himself along these lines. Even if there is no rule forbidding some undesirable activity, breaking the unwritten rules of good manners and common sense will make the offender liable to punishment.

A full list of the School Rules may be found in the School List and on pages 20 - 22. You should familiarise yourself with them.

Sanctions

These may be given by the School Prefects as well as a member of staff and they may include some aspect of community service or 'blue' sides which are to be copied from a suitable book.

Under no circumstance is any form of corporal punishment allowed. In addition, no boy may ask another to run an errand or to do tasks for him unless it involves genuine school business, such as helping with chairs in the Great Hall or the Dining Hall.

(5) ACADEMIC MATTERS

Prep

Each weekday you will be given Prep (homework) to do. To record what you have to do you should have a Student Diary and Planner (cost £2.50). They are available from the Tuck Shop if your parents have not already purchased one on Induction Day.

Grades

You receive 'Grades' for your work, indicating both your achievement and effort. The results for each subject must be entered in your Student Diary and Planner. Full details are given on page 2 of the Diary. You will be given two grades, a letter for achievement, and a number for effort.

	Years 7 - 9	Years 10 -11	Years 12 - 13
FOR ACHIEVEMENT	A - E †	A - G *	A - E, N, U *
	All Subjects	GCSE Subjects	A Level Subjects
FOR EFFORT	1 - 5	1 - 5	1 - 5
	All Subjects	GCSE Subjects	A Level Subjects

* These are linked to the GCSE/A level examination attainment.
† These are awarded for achievement and progress, 'A' being at the top of the scale.

At the beginning of the grade period you start off with a 3 for effort-satisfactory. Your grade will be awarded as follows:-

1	Excellent	*extra* work completed beyond that set by the teacher - commitment more than expected
2	Very Good	this is the best effort grade you can get if *all* work is completed satisfactorily and *every* deadline met
3	Satisfactory	it is not possible to achieve this grade if work on *more than 2* occasions was unsatisfactory e.g. incomplete, late, untidy etc. (although corrected later)
4	Greater effort required	work incomplete and/or deadlines missed on *more than 2* occasions, (although corrected later)
5	Poor	continued failure to produce completed work and meet deadlines and/or poor attitude.

House Points

Your teachers will give you Academic House Points for good work and also "Red Points" for work that is, for example, late, incomplete or inadequate in some way. Both these will need to be written in your academic diary and signed by the teacher. If you forget your diary in a lesson you may be given a Red Point automatically. These two types of points will be used for the inter-house competition with Red Points having a minus value, equal and opposite to an Academic House Point. Prizes will be awarded at the end of each grade period. Prizes are awarded in each year group to boys with the highest grade effort percentage and highest aggregate number of academic House points.

Poor effort grades will be acted upon by tutors. Grades will be awarded once in each of the three terms, approximately at weeks 10, 20 and 30 of the school year and should reflect the standard of your work throughout the grade period. They are not normally awarded on the basis of one piece of work/test, and should be based firmly on evidence. The basis upon which the grades are based should be made known to you.

Your average effort % figure, the number of distinctions and the number of Academic House Points and Red Points will be confirmed by your Tutor at the end of the grade period, forwarded to the Housemaster who will forward the total for the House for the academic input to the Foley Trophy. A distinction will be the equivalent of 10 Academic House Points, while a red card will deduct 50 from the House total.

Reports

At certain times in the year a report will be written about your progress both in academic matters and your involvement and achievements out of the classroom. These are sent out as follows:-

Beginning of Michaelmas Term	Upper Sixth
Lent Term	Years 11, Lower & Upper Sixth
Summer Term	Years 7, 8, 9, 10

School Examinations

These take place as follows:-

Michaelmas Term	Years 11, Lower & Upper Sixth (as appropriate)
Lent Term	Year 10
Summer Term	Years 7, 8, 9, Lower Sixth

On Report

If your work is judged to be generally weak or not up to standard, you may be put 'On Report'. You collect a card from the SENCO (Special Educational Needs Co-ordinator Mr Bulteel), and the card is signed by your teacher at the end of every lesson. It is your responsibility to present it at the beginning of the lesson. Every morning you must take the card to the SENCO at 8.30 a.m. and also on Wednesdays to the Headmaster. If the Headmaster is not available on any Wednesday, you must report to the Deputy Headmaster.

Bad Work (Red) Cards

These cards are given for poor effort or achievement. The card will be given to your Housemaster and Tutor and then passed on to the Headmaster. Needless to say, these cards are rarely given and if you work to the best of your ability you should escape them.

Distinctions (Blue) Cards

Distinctions are awarded at the discretion of subject teachers for excellence in an individual piece of work, or a series of pieces of work. Normally, you cannot expect more than one distinction in any one subject per term.

Distinction Cards are given to you by subject teachers. Take them to your Tutor and Housemaster as soon as possible. Then take the card to the Headmaster with the piece(s) of work. You should aim to do this within a week of receiving the card. The best time to see the Headmaster is between 8.00 a.m. and Registration, except on Fridays. Another good time is 3.45 - 5.30 p.m.

Four distinctions over any period will qualify you for a Prize of a Book Token which will be presented at the end of term.

Prizegiving

Prizes are awarded based on all round achievement for boys in Years 7, 8, 9, 10 and Lower Sixth and for specific subjects in Years 11 and Upper Sixth.

GCSE Awards - Year 11

GCSE Awards are made at the assembly before half-term in the Summer Term. They are based on "A" Grades awarded in the termly "Grades" and the Mock exams.

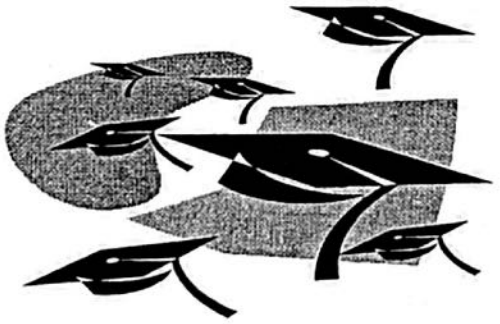
Take any Distinctions to the Headmaster as usual. "A" Grades are automatically credited to your name.

GCE 'A' Level Awards - Year 13

These Awards are for academic excellence and are made to the Upper Sixth at the assembly before half-term in the Summer Term. The Awards are based on "A" Grades awarded either

(a) in the termly or half-termly subject grades *or* (b) in any Sixth Form exam or Mock exam

"A" Grades are automatically credited to your name.



(6) AWARDS, PRIZES, INTER-HOUSE COMPETITIONS AND TROPHIES

Inter-House Competitions

The School believes in 'competition' and boys at OSH are very keen to support and represent, not only the School, but also their Houses in a wide array of competitions.

The competitions are so arranged that as many boys as possible can become involved and feel that there is an opportunity for them to support their House.

A typical school year would see the following competitions which are organised by House Captains of Sport and the School Prefects, under the overall direction of the Senior Tutor.

Michaelmas Term	Lent Term	Summer Term
Snooker	Rugby	Athletics
Table Tennis	Badminton	Cricket
5-a-side Football	Squash	Tennis
Rugby	Swimming	Sailing Regatta
Chess	Music	
	Cross-Country	
	Reading and Public Speaking	

Lord Foley Trophy

Achievements both within and outside the classroom all contribute towards the points for the Lord Foley Trophy which is presented to the House with the highest total at the end of the academic year. Needless to say, the participation in and winning of this trophy is highly valued by boys and Houses alike.



(7) YOUR DAILY ROUTINE

Registration

Every morning and afternoon, except Saturday afternoon and Sundays, there is a check to make sure all boys are present at 8.20 am. This is called Registration, and for all boys it takes place in the boarding houses. If you are late for Registration, you must report to the Reception Office in Founder's (ground floor). You will be given a form to complete which will be forwarded to your Housemaster. Thereafter, you should proceed into School/House Assembly or into lessons depending on the time of your arrival in school.

A letter may be sent home, together with a copy of your explanation for being late. A second offence without good excuse will occasion sanctions of a more serious and punitive nature. Your Housemaster will explain these to you.

Assemblies

Full school assembly takes place on Tuesday at 8.35 am in the Dining Hall. Boys sit by Houses in order from front to back. Prospect boys are always at the front.

On Mondays and Fridays there is an assembly by House.

On Wednesdays Years 7 - 9 assemble in the Great Hall after Registration.

On Thursdays Years 10 and 11 assemble in the Dining Hall. The Sixth Form normally assemble in the Great Hall though on occasions there are joint assemblies for Years 10, 11 and the Sixth Form in the Dining Hall.

On Saturdays, lessons begin at 9.00 am but sometimes there is Hymn Singing Practice (in the Great Hall) for a particular House.

If you are late arriving for assembly, you should always come in at the back or side without delay.

Every boy is issued with a hymn book. It is your responsibility to ensure that you have your hymn book with you for all assemblies and for Church on Sundays, both here at school and at St. Mary's Parish Church.





SCHOOL TIMES

Monday to Friday

7.35 am	Breakfast (latest time for arrival is 8.10)
8.30 am	Registration Completed
8.35 am	Assembly / Tutor Meetings
9.00 am	**Lesson 1**
10.00 am	Break
10.25 am	**Lesson 2**
11.25 am	Changeover
11.30 am	**Lesson 3**
12.30 pm	LUNCH
1.35 pm	Registration Completed
1.40 pm	**Lesson 4**
2.40 pm	Changeover
2.45 pm	**Lesson 5**
3.45 pm	End of Lessons
3.45 pm	TEA
3.45 – 5.30 pm	Activities
5.30 – 6.55 pm	Prep 1 (Times vary by Year Group)
6.35 – 7.30 pm	SUPPER
7.30 – 9.00 pm	Prep 2 (Finishing time depends on Year Group)

Saturday

7.35 am	Breakfast (latest time for arrival is 8.10 am)
8.30 am	Registration Completed
8.35 am	Assembly/Tutor Meetings
9.00 am	**Lesson 1**
10.00 am	Break
10.25 am	**Lesson 2**
11.25 am	End of Lessons
12.00 noon	LUNCH
1.30 pm	Senior Activities
2.00 pm	School Matches
2.15 pm	Junior Activities
6.30 pm	SUPPER

Sunday

8.40 am	Breakfast
10.00 am	St Mary's Church or Service in Great Hall
12.40 pm	LUNCH
1.30 pm	Senior Activities
2.15 pm	Junior Activities
6.30 pm	SUPPER

Meals

These are informal but civilised occasions and you are expected to conduct yourself in a proper manner. You must queue in a sensible and orderly manner at the relevant times and places. Overcoats must not be taken into the Dining Hall, though blazers/jackets may be removed whilst eating provided braces are not worn.

Do not waste food. No boy is allowed to take food or cutlery out of the Dining Hall.

Breakfast - begins at 7.35 a.m. (8.40 a.m. on Sundays) and ends at 8.15 a.m. You should not arrive after 8.10 a.m. Prospect boys go in first followed by the rest of the school as boys arrive.

Lunch (Monday to Friday) - there are several serving points for lunch which begins at 12.30 pm. Boys wishing to have a SALAD lunch enter the Dining Hall via the Dudley House fire exit steps. There is no queue order and boys are served on a first come first served basis. For boys wishing to have a cooked lunch the system is as follows:-

Sixth Form who have private study last lesson in the morning may go to early lunch in lesson 5.
Years 10, 11 & U6 enter by main entrance (double doors).

Years 7, 8 & 9 enter by Dudley House steps.

L6 enter by door facing Heath Lane.

Lunch (Saturdays and Sundays) - one of the main serving points with access via the main entrance doors is available both days, with lunch starting at 12 noon on Saturday and 12.40 pm on Sundays.

You are to queue in the relevant places or as directed by the member of staff.



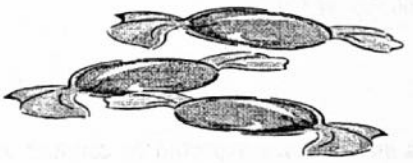
Tea - is at 3.45 pm and is 'optional'.

Supper - Monday to Friday is at 6.35 pm for boys in Prospect House. Thereafter boys in the Senior Boarding Houses arrive at stated times from 6.40 pm onwards on a rota basis. At weekends, Supper starts at 6.30 pm.

Tuck Shop

Boys may buy tuck, stationery, toiletries etc. from the school Tuck Shop. It is open at the following times:-

Monday to Friday	Morning Break Lunchtime 3.45 -4.45 pm	Saturdays	Morning Break 12.30 - 2.00 pm 6.00 - 7.00 pm



Lots of boys make use of this facility and you are expected to behave well at all times. You should consume your purchases by the Tuck Shop or in your boarding houses/recreational areas - you are not to consume your tuck whilst walking around the school. In addition, drinks, cans and crisp packets, etc. should always be placed in the bins located around the campus.

(8) BOARDING AT OSH

General Points

There are seven boarding houses. Prospect for Year 7 only. Baxter, Dudley, Foley, Foster, Maybury and Witley for Years 8 - 11 and Sixth Form.

We have weekly and full boarders. Weekly boarders go home after school on Saturday unless involved in school activities. There are two outweekends per term when all boarders are free to go home for the weekend.

Only with special staff permission may boarders from one House visit those in another House.

Boarders are issued with a school list and calendar each term.

You must wear your school uniform at all times during the week, though informal clothes are allowed after morning school on Saturday and after the Church Service on Sundays.

After the end of the formal teaching day

From 3.45 pm you may wear the official school sweatshirt instead of the school shirt, tie, etc. Alternatively you may remove your blazer/sports jacket and wear the official school blue jumper.

Requests for leave for boarders outside normal school hours are known as House Exeats and are only given by the Housemaster. If the request involves the loss of teaching time it is known as a School Exeat and should be addressed to your Housemaster also.

The Weekend

Saturday morning lessons finish at 11.30 am.

Weekly Boarders ...
are free to leave school on Saturdays after morning lessons unless they are required for a school team or have any other school commitment. You are welcome to stay the weekend at school, at no charge, provided your parent informs your Housemaster in good time, and no later than Thursday.

All weekly boarders must return to school by 8.20 am on Monday morning at the latest. They may return on Sunday evening - before 8.30 pm or by 8.10 am on Monday if they require breakfast.

Full Boarders ...
may apply to Housemasters to spend a weekend at home, if that is what your parents wish, subject to school commitments.

There is an official Out Weekend in both the first and second half of term when most full boarders tend to go home, and for those remaining at school, the arrangements during these weekends are much more informal. One House remains open.

All boys go home during the half-term weeks. The school is closed.

On Saturday afternoons there are usually inter-school sports fixtures, in which many boys are involved. If you remain in school, you may take part in a range of both sporting and non-sporting activities, under the direction of Mr A Green and/or your House. For instance, the Art Department is open on Saturday afternoons, as is the Music School.
You may also book to take part in a series of weekend activities under the direction of Mr M Beal.

On Saturday evening there are frequent opportunities to go to the Theatre or a Concert. These subsidised outings are organised by the Boarding Master, Mr M Ellis.

The School Service (Church of England) is on Sunday morning, and is held in the Great Hall at 10.00 am, though once a month (normally the third Sunday), boarders join the Congregation at St Mary's, Oldswinford. Your parents are welcome at any of these Services. Boys of other denominations and faiths may attend other places of worship provided parents have arranged this with the Headmaster.

On Sunday afternoons, you are expected to take part in some activity, from a range of choices, also under the direction of Mr A Green and your House.

Absence from school due to illness

If you are at home, as a weekly boarder, or fall ill during the weekend, you must ask your parents to ring the Reception Office or leave a message on the answering machine, or telephone your Housemaster, explaining why you will be absent from school.

When you return to school, you must bring a written note of explanation from your parent to the Housemaster.

Absence from school due to medical appointments

If you have to attend a doctor's/medical appointment, made by your parent, you should obtain an Exeat from your Housemaster, with a written request from your parent.

Regulations for leaving school grounds (other than House & School Exeats)

General
Boys are not allowed outside the School grounds before 3.45 pm or the end of lessons. However, any Sixth Former may visit the Town after having lunch (Monday-Friday), but must return before the start of afternoon school.

The TOWN is defined as the area within the Ring Road of Stourbridge. Boys must always use the underpass when crossing the Ring Road.

When outside the School grounds appearance must be smart, and manners and behaviour exemplary, e.g. no consumption of food or drink in the street. Staff, parents and friends of the School should be acknowledged politely. Boys should avoid loitering or walking about in groups of more than three.

Boys must sign out/in in the appropriate House Down Town/Village book. Full school uniform should be worn, which includes blazer (not sports jacket) or suit, with a school tie.

Down Town
Boarders who need to visit the Town may only do so between 3.45 pm and 5.30 pm on particular days as defined below. Any School or House commitment takes priority.

Year 7	Normally no permission will be given
Years 8 & 9	Only with Housemaster's special permission
Year 10	Fridays (or on one other day, with Housemaster's permission)
Year 11	Tuesdays and Fridays
Sixth Form	Any afternoon except Saturdays and Sundays.

Boys in Years 8 and 9 must be accompanied by another boy. Boarders in Years 10 and 11 must obtain permission from their Housemasters to go into Town at any other time and this will only be given in very exceptional circumstances. A permission note will be issued on these occasions.

The Village
The Village is defined as the shopping area on Hagley Road in the immediate vicinity of the traffic lights at the junction with Heath Lane.

Years 10 and above only will be given permission to go to the village after Prep in the evenings. Boys must check out and in personally with the House Duty Member of Staff. Well-lit main roads are to be used and boys should be in groups of two to four. No boy should be out for longer than 30 minutes and he must sign out/in in the appropriate House Down Town/Village book. Food may not be consumed to and from the Village.

The use of the telephone box in the Village is not allowed.

Boys are NOT allowed to visit ANY OTHER PART OF STOURBRIDGE without the permission of House Staff.

Mary Steven's Park
The Park is out of bounds at all times (including departing or returning from an Exeat) except with Housemaster's permission.

Visits to Authorised Public Houses
This applies to Upper Sixth boarders who have reached the age of 18. A written request for permission from parents to the Headmaster is required and, subject to this being granted by both the Headmaster and the appropriate Housemaster, a boy may visit the following approved Public Houses:-

The Plough and Harrow on Heath Lane	The Retreat at Oldswinford
The Labour in Vain on Glasshouse Lane	The Lodge at Oldswinford

Permission is subject to the discretion of a boy's Housemaster. Boys must sign out/in in the appropriate out-of-House book and check out and in personally with the House Duty Teacher.

Those boys entering in the Sixth Form

As ambassadors for the school, Sixth Formers are expected to set a good example to all its members.

You should wear school uniform or a dark sober suit (worsted material only) and suitable footwear.

Duties: As Sixth Formers you will have responsibilities in various areas of the school, e.g. lunch duty, prep or Tuck Shop supervision and acting as hosts to parents and visitors to the school.

Prefects: School Prefects have special areas of responsibility. They can be identified by their bright red prefects' ties and blue gowns worn on formal occasions.

Prep: Sixth Formers are expected to do a minimum of two and half hours prep per night, Monday to Friday. You must keep a record of work done. This will be checked by your Tutor.

Private Study: This is to be done in your bedsit, the Library or other designated area. If you are working in your bedsit, you may only listen to music if you are wearing headphones.

Sixth Form Club: You may apply for membership of the Sixth Form Club though this privilege may be removed for unsatisfactory behaviour. A variety of social functions are organised by the Committee. No boy may consume alcohol in the Club without the permission of his parents and the Headmaster.

Exeats and permission to leave the campus: As Sixth Formers you are allowed to go into the Town (defined as the area within the Ring Road) on weekdays during lunchtimes and after school. Full uniform must be worn. You must also have permission to visit the Town on Saturdays and Sundays.

Saturday mornings: Sixth Form boarders are allowed to go home on Friday, after prep has been completed, or Saturday morning, subject to School and House commitments being fulfilled. It must be understood that the school expects boarders who go home at weekends to go to their own home, and not elsewhere, unless this is specifically arranged between parent and Housemaster. It is expected that a boarder going home on Friday will normally be collected by a parent, and will live within easy driving distance of the school.

Sixth Formers chosen for teams on Saturday afternoons will be required at school in time for departure to other schools, or after lunch if the match is at home.

Sixth Formers may, subject to availability, be asked by the Sports Department to help coach sport during a games afternoon.

Sixth Form boarders on Saturday morning attend registration, lunch, etc. During the morning, they may:-

EITHER use the sporting or music facilities,
OR assist teachers with junior classes,
OR help look after visitors to the school,
OR remain in their boarding House (working or not as they wish),
OR arrange visits to view potential Universities,
OR, with the permission of their Housemaster, visit Stourbridge for a specific purpose,
OR, with the permission of their Housemaster AND parent, may, after registration, take a whole day Exeat for an expedition/project deemed profitable.

You should not 'wander' around the school during Saturday morning teaching time.

While in their House, or if in Stourbridge, Sixth Formers on Saturday morning may wear their own clothes.

Weekend School and House commitments or requirements will always take priority.

Sixth Formers whose work is in any way unsatisfactory, will do a supervised Sixth Form Study Session in the Library on Saturday morning (usual school uniform), during normal teaching times.

Special Sixth Form mornings will be arranged from time to time e.g. UCAS Application Instruction, 'Collections' to review individual performance, lectures by visiting speakers.

Laundry

1. Only school uniform items are washed in the Laundry and socks must be pinned in pairs. If your socks are missing, is because they have not been pinned together or the pin has worked loose, in which case they will be in the Laund with the other unpinned socks and can be claimed from there. Extra pins can be obtained from the Tuck shop.

2. Trousers, ties, blazers, jackets and jumpers must either be cleaned at home or dry cleaned via the School Uniform Shop IF YOUR PARENTS HAVE PAID INTO THE DRY CLEANING FUND. Dry cleaning items should be taken to th Uniform Shop.

3. Any items not labelled are kept in bags in the Laundry. If they have not been claimed by the beginning of th following term, they are disposed of to charity.

4. ALL ITEMS SHOULD BE CLEARLY LABELLED WITH CASHS' TYPE NAME TAPES which are sewn securely to eac garment in a prominent place, i.e. collar or band. Iron-on tapes and marker pens are not acceptable.

5. Please consult your Housemaster or House Matron for details of when laundry should be delivered and collected.

Lost Property

Much clothing, bags, books and sports kit etc. is left around school. Some of the items are named, many of them are not. Please ensure that all your possessions are marked clearly. Lost property is dealt with as follows:-

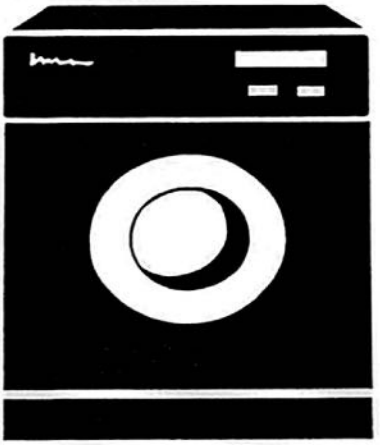
School clothing is handed to the Laundry

Sports Kit is handed to the Head of Physical Education, Games & Sports Studies

Books are handed to The Librarian

Valuable items are handed to the Reception Office or the Deputy Headmaster.

All clothing and personal items must be taken away at the end of each term. If you wish to leave a trunk or suitcase a school, see your Housemaster in the first instance.





The Medical Centre

At the Medical Centre, we look after you when you are unwell, have been injured, or simply need someone to talk to.

Please try and keep to visits within the surgery hours but if you do need help outside of these times there is always a Sister on duty in the Centre between 8.00 am and 6.00 pm. At other times we can be contacted by your Housemaster or Matron.

Surgery hours are as follows:-

Monday to Friday	8.00 am - 8.40 am 1.00 pm - 1.30 pm 4.00 pm - 5.00 pm
Saturdays	8.00 am - 8.40 am 11.30 am - 12 noon
Sundays	9.15 am - 9.45 am 4.15 pm - 4.45 pm
Outweekends	9.15 am - 9.30 am 4.15 pm - 4.30 pm



There are a few important points concerning the Medical Centre that you should know:-

1. All medicines should be handed in to the Centre and NOT kept in your dormitories. You will then have to come daily and collect a day's supply of medicine until your course is complete. The exception to this rule are inhalers which should be kept with you at all times.

2. If you take regular medication e.g. inhalers, insulin, and need a new supply, please come and order a replacement before you have run out.

3. If you have to see the doctor while you are away from school, come and tell us about it on your return and whether you need further treatment.

4. If you are travelling abroad for your holidays you may require vaccinations. They can be given in the Medical Centre, but, again we do need to be told in good time, so that we can obtain the vaccines.

5. If you are unwell you may be admitted to the Medical Centre until you are fit enough to return to school. You are allowed visitors unless you have an infectious illness.

6. A list of dental/medical appointments for the coming week will be placed on your House noticeboard. Please check to see if your name is on it. In addition, a personal reminder will be handed to you much nearer the date. If you are unable to keep the appointment, please tell the Medical Centre immediately. Report to the San punctually, looking clean and tidy.

7. If it is necessary for you to go to hospital a member of the Centre staff will go with you. If appointments have been made by your parents, please inform us in good time if they wish the Centre staff to take you.

8. Doctor Mann will be your new doctor. If it is necessary for you to be seen between visits you will be taken to his surgery.

(9) DAY PUPILS

Absence from school due to illness

If you are unable to come to school because of illness, your parent should inform the school as soon as possible telephoning the Reception Office.

When you return to school, you must bring a written note of explanation from your parent which you give to y Housemaster.

Absence from school due to medical appointments

These are normally known in advance. If this is so, you should obtain an Exeat from your Housemaster with a writ request from your parent.

If it is an emergency, your parent should telephone the Reception Office as soon as possible, followed by a written n which you give to your Housemaster.

Sixth Form

General - As Sixth Formers you will have duties and responsibilities in various areas of the school, e.g. lunch duty, T Shop supervision and acting as hosts to parents and visitors to the school. As a yardstick, it is important that you kn that Sixth Form boarders are expected to do a minimum of two and a half hours prep per night, Monday to Friday. should keep your record of work done in your Academic Diary. This will be checked by your Tutor.

You may apply for membership of the Sixth form Club though this privilege may be removed. A variety of so functions are organised by the Committee. No boy may consume alcohol in the Club without the permission of parents and the Headmaster.

Sixth Form day boys/day boarders need not come to school on Saturday mornings unless they have a sch commitment. If you come to school for a Saturday morning, you should register in the normal way and at the us time, so that your presence on the site is known.

You may come to school on a bicycle with the Headmaster's permission. Bicycles must not be ridden in the sch grounds. All bicycles must be roadworthy. Sixth Formers may drive a car to school but only with the Headmast permission. No boy may have another boy as a passenger in his car whilst travelling to or from school.

Day Boys - If you are a Sixth Form day boy you may use the facilities of your House before School, at Break an lunchtime. Private study is to be done either in the Sixth Form Room next to the Tuck Shop, the School Library or Department if you make arrangements with the Head of the Department.

School lunch is paid for termly, and the Accounts Office will invoice your parents.

You can return in the evenings to use the school facilities. Indeed, every effort is made for you to be able to m maximum use of all the opportunities available in the school. You are positively encouraged to join school clubs societies.

Day Boarders - If you are a Sixth Form day boarder (details of which will have been sent to your parents) you may the facilities of your House before School, at Break, at lunchtime and after School and in the evening until 11.00 You also have the advantage of doing private study in the House in a study room which is usually shared with anc day boarder. You will normally be expected to do your Prep at School. However, arrangements for day boarders in Sixth Form are flexible and intended, by arrangement with the Housemaster, to fit in with commitments at home.

You are entitled to any meal at School and may, subject to space, stay overnight, but there is normally an addit charge for this facility.

Out-Boarders/Day Boarders

Out-boarders are assigned to a specific senior boarding house, but in Year 7 you use the facilities of Prospect Ho You can use the facilities of your boarding house as the boarders do. You are expected to arrive in the mornin Registration (8.20 a.m.) and stay in the evening until your Prep has been completed. However, you may arrive i morning any time after 7.30 am and stay until the time when your year group goes to bed, as long as you are t part in a legitimate School or House activity. We hope you will make increased use of the facilities as you get older.

Year 7 Out-boarders: Complete Prep before 7.00 pm. You may then go home, or stay for supper. Second Prep is 7.00 - 7.30 pm with activities later in the evening.

(9) DAY PUPILS

Absence from school due to illness

If you are unable to come to school because of illness, your parent should inform the school as soon as possible by telephoning the Reception Office.

When you return to school, you must bring a written note of explanation from your parent which you give to your Housemaster.

Absence from school due to medical appointments

These are normally known in advance. If this is so, you should obtain an Exeat from your Housemaster with a written request from your parent.

If it is an emergency, your parent should telephone the Reception Office as soon as possible, followed by a written note which you give to your Housemaster.

Sixth Form

General - As Sixth Formers you will have duties and responsibilities in various areas of the school, e.g. lunch duty, Tuck Shop supervision and acting as hosts to parents and visitors to the school. As a yardstick, it is important that you know that Sixth Form boarders are expected to do a minimum of two and a half hours prep per night, Monday to Friday. You should keep your record of work done in your Academic Diary. This will be checked by your Tutor.

You may apply for membership of the Sixth form Club though this privilege may be removed. A variety of social functions are organised by the Committee. No boy may consume alcohol in the Club without the permission of his parents and the Headmaster.

Sixth Form day boys/day boarders need not come to school on Saturday mornings unless they have a school commitment. If you come to school for a Saturday morning, you should register in the normal way and at the usual time, so that your presence on the site is known.

You may come to school on a bicycle with the Headmaster's permission. Bicycles must not be ridden in the school grounds. All bicycles must be roadworthy. Sixth Formers may drive a car to school but only with the Headmaster's permission. No boy may have another boy as a passenger in his car whilst travelling to or from school.

Day Boys - If you are a Sixth Form day boy you may use the facilities of your House before School, at Break and at lunchtime. Private study is to be done either in the Sixth Form Room next to the Tuck Shop, the School Library or in a Department if you make arrangements with the Head of the Department.

School lunch is paid for termly, and the Accounts Office will invoice your parents.

You can return in the evenings to use the school facilities. Indeed, every effort is made for you to be able to make maximum use of all the opportunities available in the school. You are positively encouraged to join school clubs and societies.

Day Boarders - If you are a Sixth Form day boarder (details of which will have been sent to your parents) you may use the facilities of your House before School, at Break, at lunchtime and after School and in the evening until 11.00 pm. You also have the advantage of doing private study in the House in a study room which is usually shared with another day boarder. You will normally be expected to do your Prep at School. However, arrangements for day boarders in the Sixth Form are flexible and intended, by arrangement with the Housemaster, to fit in with commitments at home.

You are entitled to any meal at School and may, subject to space, stay overnight, but there is normally an additional charge for this facility.

Out-Boarders/Day Boarders

Out-boarders are assigned to a specific senior boarding house, but in Year 7 you use the facilities of Prospect House. You can use the facilities of your boarding house as the boarders do. You are expected to arrive in the morning by Registration (8.20 a.m.) and stay in the evening until your Prep has been completed. However, you may arrive in the morning any time after 7.30 am and stay until the time when your year group goes to bed, as long as you are taking part in a legitimate School or House activity. We hope you will make increased use of the facilities as you get older.

Year 7 Out-boarders: Complete Prep before 7.00 pm. You may then go home, or stay for supper. Second Prep is from 7.00 - 7.30 pm with activities later in the evening.

Year 8 Out-boarders: Complete Prep before supper and then go home, or stay for supper and activities later in the evening.

Year 9 and above: Complete Prep AFTER supper and therefore are required to have supper in the Dining Hall.

Out-boarders who have commitments at home on a particular day e.g. piano lesson or special swimming coaching, go home early in order to fulfil these commitments. Arrangements should be made with the Housemaster.

(10) REGULATIONS

The School attaches great importance to a high standard of **Dress and Appearance** and the following regulations apply:-

1. Correct school uniform should always be worn, both in and out of school, except under circumstances specified by the Headmaster, e.g. those boys who are in school for the weekend may wear their own smart informal clothes after school on Saturday and after Morning Service on Sunday.

2. Years Seven to Ten
The official school uniform is a blazer and dark grey (charcoal) trousers, school light blue shirt, grey or black socks, black shoes and a blue school sweater (optional). Shoes should be plain black leather lace or slip-on type which are capable of being polished. Brown shoes and boots are not permitted below the Sixth Form. This uniform is also worn at Church Services, on special days, e.g. Founder's Day, and by boarders and day boarders when visiting Stourbridge. On occasions other than these, the school sports jacket may be worn, but only by boys in Year 9 and above.

3. Top buttons of shirts must always be done up and ties pulled up to the collar. Boys must have shirts with a collar of sufficient size.

4. The official school coat can be purchased from the Uniform Shop, but any other top coat must be navy blue, and not other colours, or variegated, and must cover the blazer or suit jacket.

5. You should possess both a School and a House tie. A School tie must always be worn in the town of Stourbridge and on official occasions, e.g. Founder's Day. Only the following ties may be worn with school uniform:-

School	Sixth Form	House
School Prefect	House Prefect	Full Sports Colours
Junior Sports Colours	Band	1st Team Sports Ties
	Scholar	Full Music Colours

County ties may be worn for fixtures in the appropriate sport, and may also be worn after 3.45 p.m.

6. After 3.45 pm, jackets may be removed provided that either a school sweatshirt or approved County sports sweater is worn. These are the only alternative to full school uniform. This regulation applies at Supper, except in special circumstances with the approval of the member of staff on duty. A boy must wear correct uniform until after his allotted Prep time.

7. Baseball caps may be worn with casual clothes. The school baseball cap (and no other baseball cap) may be worn for school organised sporting events (practices and fixtures). No other headgear is permitted, except on expeditions and only then at the discretion of the supervising member of staff.

8. Year Eleven
In Year Eleven, normal school uniform is worn, except that white shirts may be worn instead of light blue. However, these shirts must be those supplied by the School Shop.

9. The Sixth Form
In addition to the rules above, the following apply for the Sixth Form only:-

a) Suits may be worn. They must be sober, smart and dark, of conventional style, and of worsted material, e.g. not velvet.
b) A single or double-breasted navy blue blazer may be worn with school grey trousers.
c) Top coats may be navy or black.
d) Waistcoats of a sober nature may be worn with suits.
e) Sweaters must be navy blue, grey or black. They must be plain and 'V'-necked. Official County sports sweaters may also be worn before and after school.
f) Dark shoes and "Chelsea Boots" to match suits may be worn. However, the wearing of "Doc Martin's" or any other lace-up boots is forbidden.

g) Members of the Sixth Form who are in school on Saturday morning may wear their own clothes, if not required for official school business.

h) Shirts should be plain white, blue or grey to tone with the suit. Shirts with buttoned-down collars are permitted.

i) Socks must be plain and dark.

10. Summer Dress
Summer Dress (i.e. short-sleeved shirts or sleeves rolled up above the elbow, no tie and top button undone), may only be worn after half-term in the Summer Term, or earlier if the Headmaster has given his approval.

11. PE and Games Clothing
All boys need a House athletic singlet, two pairs of shorts (one pair for rugby, one pair for PE), two pairs of training shoes (one with non-marking soles), a House rugby jersey and navy blue socks. All boys who play cricket must have white shirts, trousers, socks and footwear. All the above, with the exception of footwear, must be purchased from the School Uniform Shop. Boys may wear their own sports kit for lunchtime and after-school training sessions.

If cycling shorts are worn underneath rugby shorts, either for training or matches, they must be plain navy blue, and without a visible logo.

12. General
Boarders should report to the School Laundry if clothes are torn, prematurely dirty or buttons are missing.

13. Parents of boarders are requested to send £20 per boy (£50 for overseas students) to the School to cover the cost of dry cleaning during the course of the year. Parents will be advised if this amount needs to be topped up for any reason.

14. Appearance
All boys must be clean shaven.

15. Boys are expected to maintain a high standard of appearance at all times. Hair should be sensibly cut and of a style acceptable to the School. It should not be excessively short or long; should be off the collar at the back, and not able to extend over the ears at the side or the eyes at the front. Sideburns should not extend beyond mid-ear. Hair may not be bleached, dyed, permed, etc. Boys who fail to conform to appearance rules may be Excluded from school.

16. Apart from a single, simple signet ring, no jewellery may be worn.

School Rules

General

You are expected to behave well at all times, both within the school and outside, with common sense and full consideration for others. Particular emphasis is placed on courtesy towards those that serve you and look after your interests. An appreciative word or two will never go amiss! A community can only work well if every person within it conducts himself along these lines. rely on good common sense at all times. Offences which harm the school community as a whole will result in punishment.

1. School Premises Everybody must take care of the school premises. If damage occurs or something is broken, it must be reported at once to the Deputy Headmaster or Second Master (and also the Housemaster if in a boarding house). Any boy who defaces or writes graffiti on School property or buildings will be severely punished.

2. Smoking and the possession of cigarettes and matches is forbidden. Even a first offence will result in a £15 fine (to be given to charity) and a letter to your parents. Any offender will be reported to the Chairman of Governors.

3. A boy who becomes involved in **Drugs** in any capacity can expect to forfeit his place in the school automatically.

4. Alcohol No boy may bring **alcoholic drink** onto the school premises. The consumption of alcoholic drink is strictly forbidden except under certain circumstances with a member of staff, or in the Sixth Form Club. Any boy who visits a 'pub' illegally or who buys or consumes alcohol without permission is likely to lose his place in the School.

5. Dress School uniform is to be worn at all times unless there is notification to the contrary. Only the official school ties and blazers, sports jackets or suits may be worn during School teaching hours. School rugby sweaters and the school sweatshirt may be worn only after the end of school each day. Ostentatious jewellery may not be worn.

6. Property All personal property and clothing must be marked clearly with your name. The School cannot accept responsibility for loss of personal property. Pocket money belonging to boarders is paid by parents to the School Office

at the beginning of term and it is then distributed each week by Housemasters. Lost property is kept in the Reception Office to whom any losses should be reported.

Boys may not 'borrow' other boys' property without permission. **Theft** is regarded as a serious offence, and , likely to result in permanent exclusion from the School.

7. Buying and selling Except with a Housemaster's approval, no buying or selling or borrowing of money may take place between boys. If you wish to trade with another boy you must approach your Housemaster first.

8. Leave of absence (School Exeats) You must meet your normal timetable obligations (including reporting for meals) unless leave of absence has been obtained in advance from your Housemaster, who is also responsible for Exeats outside normal lesson time (House Exeats).

If you are taken ill at school you must report to the Medical Centre and must, wherever possible, inform personally, or by messenger, the member of staff whose lesson or activity you will be missing.

If you are a day pupil who has been absent through illness you must bring a note from your parents and hand it to your Housemaster on the day you return. Day pupils attending a doctor's or other appointment involving absence which is normally known in advance, must bring a note from home and obtain an Exeat from the Housemaster.

A day pupil excused Games must bring a note for the Head of Physical Education (a doctor's note when excused for more than a week).

9. Dangerous Articles You may not bring to school any weapons or dangerous articles, e.g. knives, laser pens. A boarder must register with his Housemaster any item of electrical equipment, which must have been tested and certified as electrically safe if it is mains powered.

10. Transport

a) Boarders in Year 10 and above may keep bicycles at school at their own risk provided that

(i) parents have written in advance to the Headmaster giving their approval and that
(ii) the bicycle is regularly checked by parents for roadworthiness.

b) Apart from the immediate vicinity (2 miles radius), bicycles may be ridden outside the School premises only on Saturday, Sunday and games afternoons. Boys must inform the Duty Member of Staff in writing of their proposed route, and must wear either jeans and sweater or a track suit.

c) Bicycles may be used by their owners only. They may be neither lent nor borrowed.

d) Bicycles may not be ridden in the school grounds. They may be tested after repair in specified areas. Bicycles must be pushed in all other areas.

e) Day pupils may cycle to and from school provided parents have informed the Headmaster in advance. Bicycles are kept at school at boys' own risk. Within school grounds bicycles must be pushed.

f) On arriving at or leaving school by the Heath Lane entrance, bicycles must be pushed across Heath Lane.

g) Bicycles must always be kept in a fully roadworthy condition. They should be locked when not in use.

h) Bicycles, in keeping with other personal possessions belonging to boys, are not covered by the School's insurance. We therefore suggest that parents make their own provision. However, most household policies can be extended to provide such cover.

i) Boys may not bring cars or motorcycles into the school grounds without the Headmaster's permission. No boy may travel in a vehicle driven by another boy without the Headmaster's agreement on each occasion.

11. Appearance You are expected to maintain a high standard of appearance at all times. Hair should be sensibly cut and of a style acceptable to the school. It should not be excessively short or long; should be off the collar at the back, and not able to extend over the ears at the side or the eyes at the front. Sideburns should not extend beyond mid-ear. Hair may not be bleached, dyed, permed, etc. Top buttons of shirts must always be done up and ties pulled up to the collar. Boys who fail to conform to appearance rules may be excluded from school.

12. Punishment No person, apart from a member of the teaching staff or a duly appointed school official, has power to impose punishment.

13. Dining Hall Queuing in the Dining Hall and outside or in the Tuck Shop area must be orderly at all times. No cutlery, food, etc. may be removed from the Dining Hall.

14. Litter All litter should be put in the receptacles provided. Action will be taken against any boy dropping litter.

15. Food and drink may only be consumed inside the buildings or whilst watching sporting events. Chewing gu such substances are not allowed.

16. Treatment of others Everyone in our school community should try to observe the great Christian maxim: "All therefore whatsoever ye would that men should do unto you, even so do ye also unto them: for this is the law a prophets." (Matthew Chapter 7, verse 12)

A serious view is taken of any example of bullying. Verbal abuse or name-calling can often be just as pernicio physical abuse. Violence towards others will be punished, in serious cases, by permanent exclusion from the Schoo

Mobile Phones

There has been a dramatic growth in the number of mobile phones being used by boys in the school. Whilst we recognise their considerable benefits, there have to be guidelines for their use during the school day.

1. All mobile phones and their numbers must be registered with Housemasters.

2. Mobile phones must be switched off during all assemblies, tutorials, lessons, private study periods, preps etc. and should not be used after 'lights out'.

3. All mobile phones should be insured on the parents' domestic insurance policy and kept in a secure place during the school day.

4. Boys should not share their Personal Identification Numbers (PIN) with other boys. This encourages misuse.

5. Boys who fail to follow the above guidelines on sensible and appropriate use of mobile phones will lose the privilege of having a mobile phone at school.

(11) WHAT TO DO WHEN THINGS GO WRONG.....

Most people have problems or worries from time to time. You may be unhappy or simply fed-up. You may fe have been unfairly treated by someone. It can be difficult to know what to do.

If you have worries you should make sure you use all the help around you - you may have a close friend with you can share your worries.

Your Tutor is someone who will always be ready to listen and who may be able to sort things out.

Your Parents; Perhaps you may find it a good idea to talk to one or both of your parents who may get in touc the school if it seems the right thing to do.

OTHER PEOPLE YOU CAN TALK TO:

Another member of the Staff whom you know, and feel happy talking to

Your Housemaster

Someone in the Medical Centre or the School Doctor, or the School Counsellor, Mrs Heather Stewart. She is school on Monday mornings. Please tell someone in the Medical Centre if you wish to see her.

An older boy

One of the senior members of Staff

When you go to see someone, you may find it helpful to take a friend with you. All these people will be able to t you in confidence, if that is what you wish.

If you feel you cannot talk about your problem with any of the people listed above, an alternative is to write to them.

Another way forward is to telephone Childline - 0800 1111.

You may prefer to talk to someone outside the school. If so, the Rector of Oldswinford (telephone 395410) would be happy to discuss any problem with you.

OTHER DISTURBING PROBLEMS: Some problems can be particularly disturbing, for instance:

- you may have suffered physical or verbal abuse from someone
- perhaps you feel you have been unfairly or unreasonably punished by a member of the school community
- you may have been the subject of racist remarks
- someone may have made sexual suggestions that you feel are not right
- you may be very unhappy at home

What to do if, after talking things through with the person you choose, you feel that the matter is not able to be satisfactorily solved? You may want to make a formal statement, but do explore other ways of dealing with things before you take this next step.

Write to the Deputy Headmaster or the Headmaster stating that you wish the matter to be investigated. Your letter will be acknowledged within 24 hours, and you will then be asked to talk the problem through - you can have a friend with you then too.

You will be advised what seems best to be done and decisions may have to be made by you at this stage.

And finally - Most problems start in a small way and can often be dealt with quickly and easily - don't let them get out of hand.

Serious complaints always

either (a) have a true situation behind them

or (b) are a misunderstanding

If your worries fall into section (a), then you should complain.

If your worries turn out to be a misunderstanding as in (b), then these misunderstandings must be cleared up.



Site Plan and Classroom Location

Founders
Ground Floor:-Administration & Library
First Floor:- F2 to F6
Second Floor:-F7 to F11 & Computing Electronics (ER)

Music Department
Unit 4

Hanbury
Music Centre

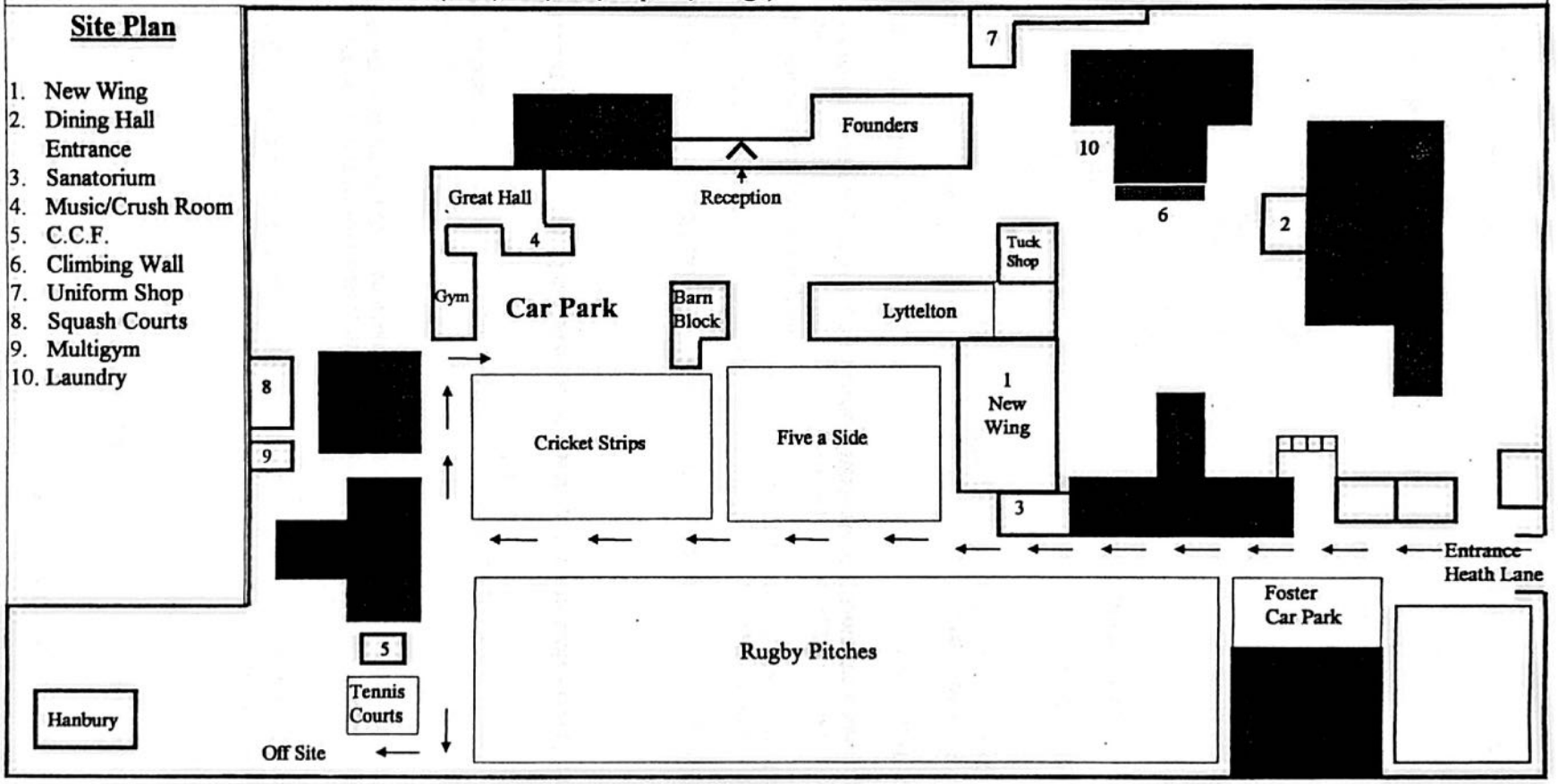
Lyttelton Block
Lower Ground Floor:-Pottery, Administration
Upper Ground Floor:-L1 to L4, Laboratories (PL1,PL2,GL) Careers
First Floor:- Art, Laboratories (BL1,BL2,CL1,CL2)

Baxter
Lower Ground Floor:- Creative Technology (WS1,WS2,TEC,Graphics, Design)

New Wing
First Floor:- N1,2,3 &N5 English Department
N4 & N6 History
Second Floor: N7 & N9 Geography
N8 Geography & Geology
N10,11,12 & 14 Modern Languages
N13 Classics

Site Plan

1. New Wing
2. Dining Hall Entrance
3. Sanatorium
4. Music/Crush Room
5. C.C.F.
6. Climbing Wall
7. Uniform Shop
8. Squash Courts
9. Multigym
10. Laundry



THE SCHOOL LIBRARY

The School Library is situated in Founder's on the ground floor. It is a place for quiet study and it is open:-

Monday - Thursday	9.00 am until 4.30 pm
Friday	9.00 am until 4.00 pm

Sixth Formers may work at their private study in the Library and it is well used by boys during lunchtime and after school. A number of parents come in to help the School Librarian. There are also several pupil Library Monitors.

Library Security

The Librarian issues books on the computer. You will have your own Library card (you must look after your card – as you will only be issued with one).

Because of the security system in the Library, books are loaned and issued to you by The Librarian. The Library is open for book loans during: -

Break			
Lunch			
Mon – Thursday	4.00 p.m.	–	4.30 p.m.
Friday	3.30 p.m.	–	4.00 p.m.

Making use of The Library

The Library is divided into sections.

There are (F) FICTION books, which are arranged, in alphabetical order of the author's surname.

There are REFERENCE books, for looking up facts, dictionaries, encyclopaedias and subject guides. THESE MAY NOT BE TAKEN FROM THE LIBRARY.

There are NON FICTION (fact) books, which are arranged according to the number on the spine and alphabetically. The number on the spine is called the Dewey Decimal number and every subject has its own number. For example, books about computers are numbered 001 and books about music are numbered 780. These numbers can become quite long –

781	General principles of music
781.6	Specific types of music
781.622	Folk music
781.623	Pop music
781.626	Jazz

You will learn more about this in your English lessons.

The Enquiry Catalogue

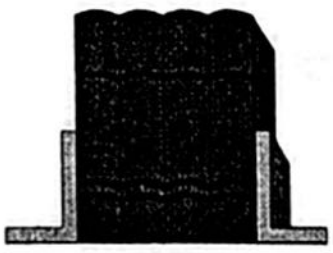
There are two Enquiry computers in the Library, for searching and finding the availability of books. Enquiry is a catalogue record of every book in the Library. Books can be searched for under author's surname, title, subject or Dewey number. Instructions are on the computer and The Librarian will inform you how to use enquiry during your English lessons.

Other Facilities

There are three computers in the Library Annex, with a wide selection of CD ROMs that you can use. Black & White Printers are also available for your use.

Daily newspapers and a variety of magazines are also available in the library.

If you have any ideas or suggestions for new books or would like to become a pupil librarian, please see The Librarian. If you have any problems finding books, please do not hesitate to ask The Librarian, a pupil monitor of parent helper at any time.



(13) BECOMING INVOLVED AND MAKING THE MOST OF YOUR OPPORTUNITIES

SPORTING FACILITIES

During your free time you are encouraged to make use of the many and varied sporting facilities.

The new Sports Centre which will open in September 2000 will offer outstanding sports facilities for you all to use. A activities/coaching sessions will be supervised by qualified staff. A full programme will be available from Septembe Details will be displayed throughout the School.

Gymnasium - This is available out of school hours provided it is not required for any special activity. It can be used fo basketball, badminton or table tennis. If you use the Gym for any physical activity you must wear games kit and clea indoor training shoes. On no account must the trampoline or gymnastic equipment be used without staff supervision.

The School enters teams for rugby, soccer, hockey, basketball, sailing, cricket, athletics, golf, squash, tennis, fencin archery and cross-country.

Floodlit All-Weather Pitch - This is available at any time out of school hours for a range of activities including five-a-side

Outdoor Basketball Court - Available out of school. You must wear games kit and appropriate footwear.



Tennis Courts - Available out of school (two courts). You must wear games kit and appropriate footwear.

Squash Courts - You must wear games kit and appropriate footwear. It is essential that you have some basic instruct before going onto the courts. Coaching sessions are available and beginners are strongly advised to make use of facility.

The Climbing Wall - Available only under direct supervision from qualified staff.

The Weight Training Room - This is situated next to the squash courts. Please consult Mr Jones concerning availability.

Front and Top Field - These may be used for games in free time but you must observe the following guidelines:-

a) The rugby and hockey goals are not to be used for football.

b) The cricket square and front field are strictly out of bounds.
Only organised coaching sessions are allowed.

c) The hockey pitch on front field is not to be used for football.

d) Golf coaching is available but, for safety reasons, you may not practise on either field.

Games Equipment - Equipment for most games may be borrowed from the PE Department but must be returned use. Anyone particularly interested in a specific game e.g. table tennis, badminton, tennis or squash is advise acquire their own equipment. The school offers, during the academic year, a wide range of sports clubs and coa opportunities.

Coaching - In addition to the extensive major games programme, private coaching sessions are available in the following 'minor' sports:-

KUNG FU	Mondays 5.45 - 7.15 pm
GOLF	Tuesdays & Thursdays at Stourbridge Golf Club by the Professional of the Club.
ATHLETICS	(Summer Only) Tuesdays and Thursdays 4.15 - 5.45 pm
FENCING	Mondays 4.00 - 5.45 pm in the Gymnasium. Mr P Baron is the Coach.
SQUASH	Tuesdays and Fridays 7.00 - 9.30 pm
ARCHERY	Thursdays 7.00 - 9.00 pm. The coaches are Mr Darby and Mr Bowen from Stourbridge Archery Club. The school takes part in in District tournaments.

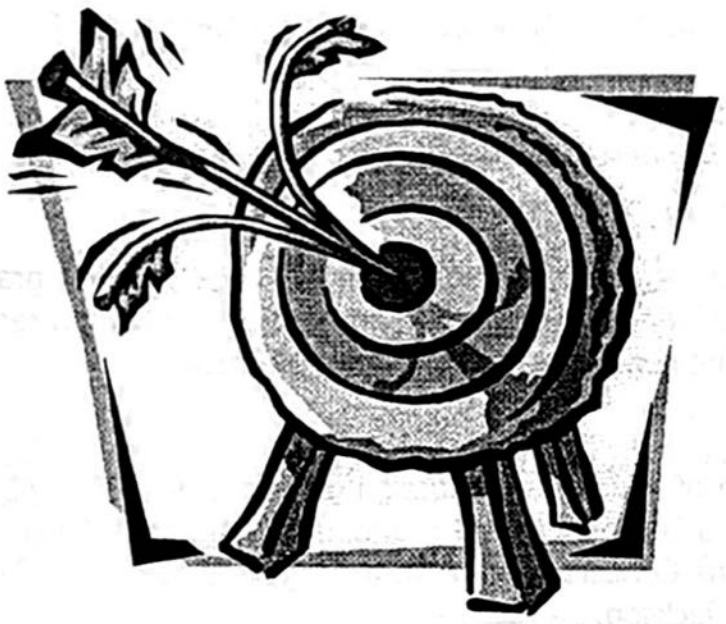


TABLE TENNIS	Fridays 6.30 - 7.30 pm. Mr J Wales, an E.T.T.A. approved coach, is assisted by Mr S Hudson.
TENNIS	Times are displayed on the Games noticeboard. Mr A Green is the Coach.

FULL DETAILS REGARDING THE EXTENSIVE EXTRA-CURRICULAR SPORTING PROGRAMME OFFERED ARE DISPLAYED THROUGHOUT THE SCHOOL. PLEASE READ THESE NOTICES.









MUSICAL ACTIVITIES - Director of Music (Mr P J Hildesley)

All musical activities take place in the Music School and/or the Great Hall. Individual music lessons take place every da and requests for these must be made by parents. Lessons have to be paid for.

The School has some spare wind and string instruments but boys are expected to supply most other instruments.

Boys are encouraged to practise in the Music School out of school time.

If you wish to know more, you should see the Director of Music, Mr Hildesley.

Choir - The Choir is open to anyone who is keen and interested and who can sing in tune. The Choir sings at St. Mary Parish Church once a term and for major school occasions such as the School Carol Service, The Old Foleyans' Carc Service, Founder's Day, as well as at concerts.

Practices are on Tuesdays and Fridays during the lunch break.

Brass Band - Entry is usually by invitation as a minimum standard of approximately grade 3/4 is required. The Band play at full school assemblies and concerts, recitals, etc. both in and out of school on a regular basis. The Band practises or Thursdays during the lunch break. The conductor is the Teacher of Brass.



Concert Band - This is a large group of wind and percussion instruments. Anyone who would like to be involved is most welcome to join. Practices are held on Tuesdays at 7.30 pm. The Concert Band performs regularly at termly concerts. The conductor is Mr Jackson.

Symphony Orchestra - Competent string players are always welcome but wind and brass players obviously have to be limited by selection. The orchestra performs at concerts every term. Practices are held on Wednesdays at 7.30 pm. The conductor is Mr Jackson.

Chamber Orchestra - This meets every Monday at 4.15 pm and consists principally of chosen string players from the Symphony Orchestra. Other instruments are added when necessary. The conductor is Mr Jackson.

Brass, Woodwind and String Ensembles - These meet from time to time and usually boys are selected to take part according to the demands of the music to be performed. Practice times are arranged to suit the individual.







ADVENTURE WEEK - This takes place in the last week of the Summer Term after all the examinations have finished. The idea is for you to broaden your educational experience during this week instead of the Summer Term petering out to a tame conclusion. As far as possible, the range of activities is outside the confines of the school, though there are specific activities within it. Some activities are expensive, but others cost virtually nothing. Many of them are intended to develop the spirit of adventure amongst those who take part and to give you an opportunity for exercising your powers of leadership in the face of various challenges.

Details of expeditions and activities may be found in a booklet which is distributed to parents at half-term of the Michaelmas Term. Parental involvement is welcomed and appreciated. Some previous expeditions/activities have included:-

Art galleries and museums

Sailing round the Greek Islands

Conservation

Horse Riding

Narrowboat trips

Scottish trip (water-based)

Dartmoor Activity Trip

Computer Roadshow

Walking Around Land's End

West Country Cruise

Trips to France, Germany, Italy and the Benelux countries

CCF Army & RAF Camps

Caving & Potholing

Paragliding

Cross Channel Sailing

Chamber Orchestra

Concert Tour







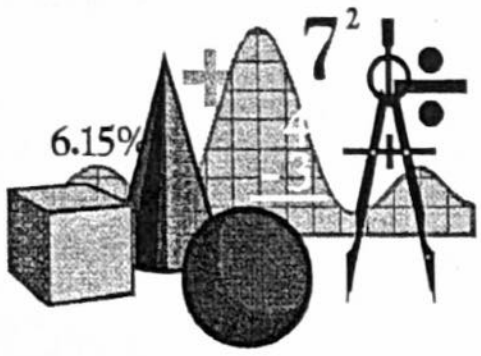
ACADEMIC SUPPORT CLUBS

Biology Society *(Mr P Price)* - This club exists for the benefit of Sixth Form boys requiring additional help with th course work or wishing to pursue project work after school. Although primarily for Sixth Formers, the club welcom junior boys with a particular interest e.g. photomicrography.

Chemistry Club *(Mr B V Carpenter)* - This club is available to the Upper Sixth and boys in Year 11 on an individual/gro basis. Oxbridge help is available. Meetings to be advised.

English Club *(Mr J Bulteel)* - Tuesdays at 3.45 pm for help with English, to discuss essays, writing techniques, whate you want it to be.

Greek - Sessions at lunchtime and after school enable boys to study Greek and Greek Civilisation to GCSE. This normally only available to boys studying Latin in Years 9 and above. Speak to Mrs McCrea or your Latin teacher for m details.



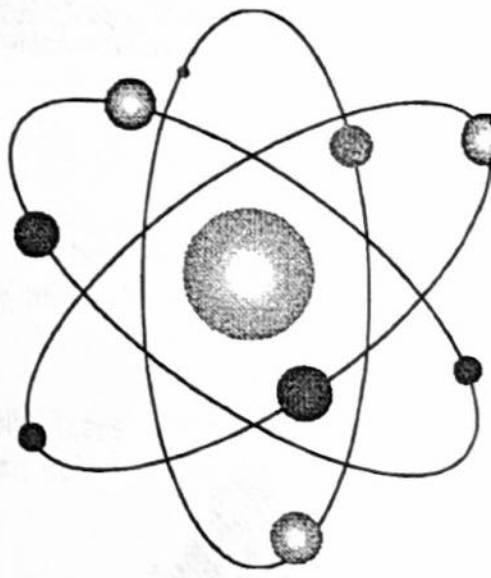
Mathematics Support Club

All members of the Mathematics Department make themselves available both develop your interest in this subject and to help those of you who may experie difficulties in class mathematics. The support sessions mainly take place after sch and also occasionally at lunchtimes. For individual support, please see your Ma teacher; otherwise a member of the Mathematics Department is usually available Tuesdays at 3.45 pm.

Modern Languages Support Club *(Mr J Christian-Brookes)* - All members of the department make themselves availa for regular group and individual support lessons to develop the examination skills of reading, writing, listening speaking. In addition, individual oral practice for GCSE and 'A' level candidates is organised by members of department.

The support sessions mainly take place after school, but occasionally at lunchtimes. Further details from Mr Christ Brookes.

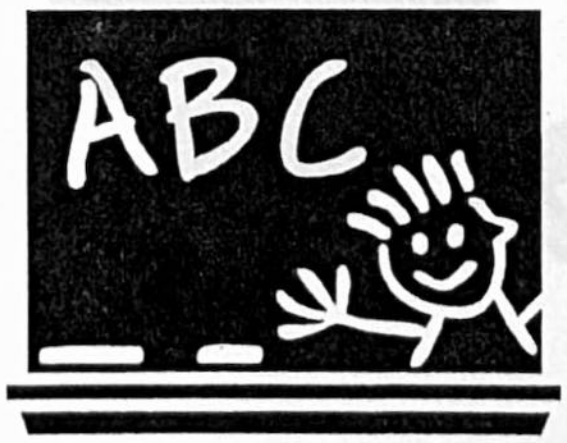
Physics/Science Help Club *(Mr D Cloves)* - The aim of the club is to provide help with problem areas of Physics/Science where boys wishing to seek help should see Mr Cloves in the Physics Laboratory for individual tuition or extended laboratory practical time.



Science Computer/Datalogging Club *(Mr D Cloves)* - All years. In this activity there is a possibility to work at IT experiments involving datalogging as well as working with Science software packages that help with your understanding of Science.

There are interactive programmes in Physics/Biology and Chemistry at GCSE level as well as 'A' level Physics/Chemistry topics involving models and simulations.

Meeting times - as advertised at beginning of term.



OTHER SCHOOL SOCIETIES

Amateur Radio Club (G4CVK) - The Club was founded in 1969 and is run by members of The Stourbridge District Amateur Radio Society for the benefit of students and staff at the School. What do we do? We use amateur radio equipment to contact other Radio Amateurs (Hams) world -wide. Language is no barrier as English is predominant and we use various other modes of communication including data, Morse code and even television. Radio Amateurs also have their own version of the "Net" called "Packet" which is used for exchanging messages and information with other Hams throughout the world. We occasionally take part in contests and special events to try and contact as many other stations and countries as possible within a specified time.

What can ***your*** Club do for ***you***? Well, if you feel that you might be interested in taking up this absorbing hobby, we can train you up to the City & Guilds Novice Radio Amateur Examination level. When you have passed the exam you will be eligible to apply for a licence to operate your own amateur radio station using your own unique Callsign. You will also be given hands on instruction in operating the Club's radios (Rigs) and equipment and allowed to pass messages over the air.

Where does all this take place? In Lyttelton Block, ground floor opposite the Sixth Form Day Room. How do you join? You simply turn up any Monday evening at 7.30 pm and ask for James or Gordon. It costs nothing and there's no age limit.

Art Club *(Mrs J Aslanian/Mr T Jarvis)* - This club meets in the Art Room as follows:

Monday - Friday 3.45 - 5.30 pm for all years / 5.30 - 7.00 pm for GCSE and 'A' Level pupils
Saturday afternoons 2.00 - 4.00 pm for all years



The Club allows GCSE and 'A' level students to continue their Art coursework. In addition, lower school and non-exam boys can develop their interest in the subject by either pursuing individual study or by involving themselves in the many and varied Art workshops (pottery, 3D sculpture, printmaking, textiles, mural painting, oil painting, etc.)

Our Resident Artist, Mr T Jarvis is always on hand to offer advice and tuition to any interested boy. You do not need to have great ability as an artist to attend the Club but you must possess enthusiasm and commitment.

Badminton Club *(Mr M Ellis)* - Sessions are held for junior and intermediate players in the Gym/Sports Centre. All equipment is provided.

Business Competitions *(Mrs R Ferguson)* - There are a number of business competitions throughout the academic year, including Young Enterprise. The competitions cover all aspects of the business and economic environment and encourage a wide range of skills. In addition, certain qualifications and other prizes can be achieved.

All Sixth Formers are welcome to take part (subject to availability). For further information of activities taking place see the noticeboard outside the Business Studies Room.

Canoe Club *(Mr Yates)* All training is undertaken by a qualified BCU coach and BCU qualification star tests are awarded where applicable. Please see Mr Yates in the CCF Hut for details.

Chess Club Meets regularly for matches and games. Please see the noticeboards for further details.

Climbing Club (*Mr Y Yates)* Teaching safety aspects and basic rock climbing techniques using the wall, leading towards single pitch leader qualification.



Combined Cadet Force *(Lt Col D Dewar)* - Boys join the Recruits Section of the C.C.F. in the first term of Year 9 for one term only. They will learn basic drill, map reading and the rudiments of weapons' handling and safety.

In the Spring Term, boys are placed in the Army or R.A.F. Sections where they are expected to stay until the end of Year 10. The training in both sections is progressive and aimed at achieving proficiency in specialist fields. The R.A.F. syllabus includes:-

a) Theory of flight
b) Map reading/navigation
c) Drill
d)Initiative exercises

There are also courses in gliding and an opportunity to gain air experience in Chipmunk aircraft of the R.A.F. All boys are eligible to attend 8 day camps at R.A.F. stations during the Easter and Summer

holidays. R.A.F. Flying Scholarships are available to suitable applicants. Courses at the Army Outward Bound School an leadership courses at selected R.A.F. Stations are also available.

The Army Section syllabus includes:-

a) Orienteering/map reading

b) Battlecraft techniques (including night exercises)

c) Small bore and full bore shooting (practices, shooting & safety)

d) Drill (foot and rifle)

e) Camping and cooking

f) Abseiling/climbing and the opportunity to undertake other forms of adventurous training

In Year 10, boys' training is supplemented with signals instruction. Those who are interested in staying in the Corps i Year 11 and the Sixth Form and wish to assist with general training may be selected to become NCOs. An annual Arm Section camp of 8 days is held each year in the Summer holidays and an adventure camp (canoeing, climbing, etc.) i held on Dartmoor during the Easter holidays. Various weekend camps are held throughout the year for all ages.

Courses for Army Section cadets are held during the Christmas and Easter holidays in cookery, weapons appreciation leadership, combat engineering, physical training and mechanical engineering. (Boys from Year 10 upwards may apply).

Courses at the Army Outward Bound School are available to all cadets over 16 years old, together with Flyin Scholarships with the Royal Navy plus various other specialist courses in parachuting, sailing, etc.

The Contingent has an excellent .22 20m rifle range and an Eighth Element Assault Course.

Many elements of the CCF syllabus are common to both the RAF and Army Sections.

Extra C.C.F. training and shooting will be offered on a regular basis for existing members of the Corps. Please see Mr D Dewar for details.

Careers advice for all Armed Services is readily available. For further information contact the Contingent Commander o Head of Careers.



Computing at OSH *(Mrs A C Milton & Mr R Dalton)* - Boys at OSH have a genera IT course at KS3 in Years 7, 8 and 9. All boys at KS4 take a Short Cours Assessment in IT and can opt to extend to a full GCSE. There are examinatio classes in 'A' Level Computing.

We are increasing our number of PCs in the school annually and have at presen a PC network of 50 stations as well as the clusters of multimedia PCs i departments, boarding houses and the School Library. Information Technolog skills are used throughout all areas of the curriculum.

You will have your own user area and e-mail address, each protected with a password. This will enable you to do all kinds of work and offers secure storage space on the network which is regularly backed up and connected to the Internet. You will need to provide a floppy disc for transferring files between the network and stand-alone machines. We have a wide range of IT equipment which includes a digital camera and colour scanner. We are developing an Intranet and there are plans to extend the network to a school-wide network fo the future.

Computer Clubs - Computer Club and supported ICT Clubs take place most lunchtimes and evenings. The club is free and open to everyone in the school. During the club, boys are able to do many different activities of their own choice using the substantial software and hardware facilities that we have. Boys studying IT, or examination courses are expected to attend at least one ICT supported club per week. We have excellent facilities: a flatbed colour scanner, MS Office Pro 2000, 2 digital cameras. Come to the Clubs - you can use computers to do almost anything!

Construction/Radio Control Club *(Mr P Gray)* - This takes place between 3.45 and 5.30 pm every Wednesday in the Technology Department. The majority of our time is spent designing and making scenery for the regular school stage productions. We also tackle projects such as the design and construction of laundry trolleys, the refurbishment of a House football table, etc. In addition, we spend 'quiet' periods working and playing with a number of radio controlled vehicles. For obvious reasons places are limited, but if you would like to know more have a word with Mr Gray.

Design and Technology Club *(Mr C O'Neill)* - This club meets after school each day of the week, except Wednesdays. What do you do? You do one of three things:-

a) Continue with work from lessons
b) Design and make your own ideas
c) Design and make items suggested by Mr O'Neill

Where do you go? Making items in wood, metals and plastics usually takes place in one of the larger workshops. How do you join? You simply go along after school with your workshop apron or overall. The only cost involved will occur if you need to buy something yourself from a shop e.g. spray paint.

Dining Hall Committee *(Mr N Hall)* - This meets every three weeks or so to discuss all aspects of catering and Dining Hall arrangements. Each house has two committee representatives.

Drama Society *(Mr P M Morris & Mr M A Ellis)*
- meets each week on Wednesday at 3.45 pm in the Great Hall. All are welcome to attend, especially junior boys and newcomers to the school. The activities include improvisation, play-reading, play-writing, video-making and many other things. Several displays are staged each year.



Duke of Edinburgh's Award Scheme *(Mr L E Drinkwater, Mrs M Dinkwater, Mr M Harris, Mr S Plant, Mrs D Tromans)*
- The Scheme is open to all boys over the age of fourteen. In September and April of each year we take on boys eligible to do Bronze Awards, whilst Silver and Gold candidates may join us any time. The Scheme within the school tries to cater for all the training areas required throughout the Scheme. If the leadership team cannot cover a specific area internally then a course can be arranged externally.

The aim of the Scheme is to encourage in young people independence, initiative and a sense of adventure and it is hoped that all participants, regardless of what level they attain, gain a great deal of self confidence in a most enjoyable way.

Whilst in many areas of the scheme participants are encouraged to organise their own progress, we do pride ourselves in our expedition training at all levels of the Award Scheme. We are able
within the group to train in basic orienteering, mountaineering and survival as well as many other areas important in backpacking.

The Award Scheme positively encourages boys to get involved in anything that may appeal to them and then see it through to the end.

To join the Award Scheme costs (at present) £8.00 for Bronze and Silver levels and £8.50 for Gold level. This covers the cost of the record book, information pack and some limited insurance.

Meetings take place at 7.30 pm each Monday evening for all levels (commencing in September). Gold training takes place on Tuesday evenings.



Electronics Club *(Mr A P Jandrell)* - The club meets on Tuesdays and Wednesdays after school 3.45 - 5.00 pm in the Electronics Room at the top of Founder's. A wide range of projects can be undertaken, starting from scratch. The basic aim is to develop a sound knowledge of electronic principles through experiments.

Family and School History Group - *(The Headmaster)* The school has a fine collection of records going back to the seventeenth century, concerning the development of the school. The School Archives also contain an increasing amount of material relating to family history, including copies of parish registers from the local area, census returns, copies of inscriptions from graveyards in the Midlands and copies of Wills, especially of south Shropshire people.

We also have microfiche of baptisms and marriages from 1538 to 1875 of the whole country, including Wales and Scotland, as recorded by the Mormons. Not every marriage or baptism is yet on the microfiche, but this is a most valuable resource for tracing a family, sometimes back to the sixteenth century.

The archives are being built up in conjunction with the Stourbridge branch of the Birmingham and Midland Society for Genealogy and Heraldry. This organisation holds meetings in the Library once a month.

Boys (and parents) who would like to work on their family tree are welcome to use the Archives. Ideally, you need t start by collecting information from relatives, especially grandparents, so that, if possible, you can get information t draw a tree back to the nineteenth century. Formal meetings are arranged after school from time to time. However, you are interested in this activity, please see the Headmaster.

Foleyan Juniors *(Mr A Green)* - This is a soccer club for boarders in Years 7 and 8 and takes place on Thursdays at 4.30 pm during the first half of the Michaelmas term and the second half of the Lent term.

French Exchange - This is available to boys in Year 10 and above. Boys who are interested should ask their parents t contact Mr Christian-Brookes.

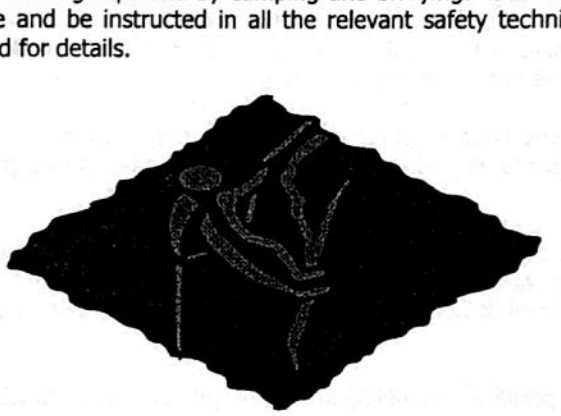
Gardening Club *(Mrs Cave)* - Please see the main noticeboard for further details.

Geology Club *(Mr L Drinkwater)* - The Club meets on Monday lunchtimes from 1.00 - 1.30 pm in room N8. It is open t all pupils but will be of particular help to GCSE and 'A' Level Geology, Geography and Science pupils. It is an informa club offering the opportunity to look at a wide range of geological materials, the preparation of samples for displa videos on topical issues e.g. volcanoes and earthquakes plus mineral and fossil collecting.

Field trips and visits will be arranged at weekends to areas of geological interest e.g. Snowdonia, Yorkshire Dales. A small charge will be levied to cover the costs of transport and accommodation.

If you have an interest in minerals, fossils, dinosaurs, volcanoes, etc. this is the club for you.

Mountaineering Club *(Mr Y Yates)* - This club aims to give boys the opportunity to experience the beauty of Britain's hill and mountains through climbing and walking trips and by camping and bivvying. Our climbing wall is a superb facility which enables boys to train, practise and be instructed in all the relevant safety techniques and equipment handlin procedures. See the main noticeboard for details.





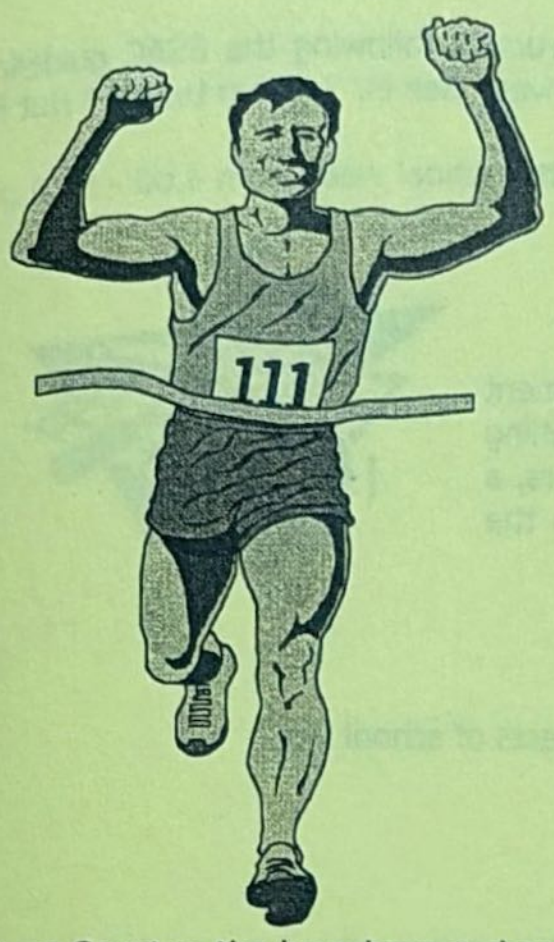


Outings - Each term there are visits organised by the Boarding Master, Mr M Ellis, to the theatre, opera, concerts, sporting fixtures and the cinema. Boarders receive generous assistance from the Boarding Fund. Notices are posted in the foyer of the Dining Hall.

Photographic Club *(Mr R E Day)* - Members of the club have access to a very well equipped dark room situated in the Creative Technology Centre. The emphasis of the club is on developing and printing black and white photographs. Members do have to supply their own materials. For further details see the noticeboard inside the entrance to the CT Centre or ask Mr Day.

Pottery Club *(Mrs C Lloyd)* - This is held every Tuesday between 3.45 - 6.30 pm in the Pottery Room. All boys are welcome to attend. Opportunities exist to improve on hand building techniques, use the pottery wheel and experiment with a wide range of different finishes and glazes.

Religious Education Club *(Mr N Schofield-Matthews)* - meets on Monday lunchtimes. See noticeboard for further details.



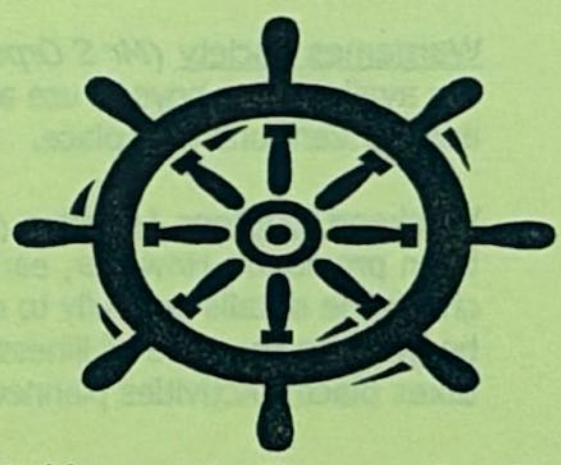
Running Club *(Mr D P Jenkins)* - Boys are encouraged to train in their own time, but we meet once a week after school, except for November to February, when the evenings close in.

The best runners are given a Cross-Country trial for the Dudley Borough. If they are selected they go on to represent the Borough at the West Midlands Championships. The next step is the English National Championships.

From Year 11 upwards there is a chance to run for the School's Senior Cross-Country Team who complete in the Greater Birmingham Schools Cross-Country League against good quality opposition from various schools and this takes place on most Wednesday afternoons throughout the Michaelmas and Lent Terms. The season ends with some exciting relays that attract national interest.

Every year group in the Lower School has an Inter-House competition for Cross-Country. Junior runners have the opportunity in the Summer term to attempt the Key Stage 3 Award Scheme which is devised by the English Schools Athletics Association. This extends to boys who are good at throwing and jumping. As in Cross-Country, the boys have a chance to get into the Borough's Athletics Team for all age groups and theoretically get into the West Midlands team for the English Schools Athletics Championships.

During the Summer term we are assisted by Athletics coaches from Halesowen Athletics Club who give pupils specialist instruction. All ages and abilities are welcome.



Sailing Club *(Mr M J Beal)* - This takes place on Tuesday and Thursday afternoons during Games for Years 8 and 9 and on two evenings a week for other Years. Numbers are strictly limited to 48 over the four sessions. This is a very popular activity and there is, in fact, a waiting list of boys wishing to join the Sailing Club. Priority is given to those who are experienced sailors, and new boys wishing to take up sailing are normally expected to join the waiting list and wait their turn.

All boys taking part in this activity must be reasonably strong swimmers, otherwise they cannot be accepted. Special consent forms must also be completed by parents; these can be obtained from Mr Beal.

Senior Green Room - A drama group for Sixth Formers who want to read plays, consider performance work, do scripted and improvised presentation: whatever appeals in the field of Drama. This group meets in N3, Tuesday at 4.00 pm.

School Magazine *(Mrs M Hartley)* - This annual production provides all boys with an opportunity of contributing. Articles on individual clubs and societies are written by boys as well as accounts of sporting events, and a number of pieces of creative writing. Illustrations are also produced by boys of all year groups. The magazine is normally published by the end of the Michaelmas term.

Shooting Club *(Mr D Dewar)* - The school has an indoor .22 rifle range situated in the basement of Witley House. The club coaches are Mrs M Morrish (formerly England Ladies Champion and Captain of the England Ladies .22 team at Bisley) and Mr J Medlicott (Worcester County). Those boys who show particular aptitude for shooting are invited to join the club. The coaching sessions take place on Tuesday or Wednesday evenings from 7.00 - 9.30 p.m.
The school runs a number of successful B.S.S.R.A. teams (postal shooting) and occasional shoulder to shoulder matches also take place. Since the building of the present range, the school has provided a member of the England Schoolboy Team; has been well placed in the R.A.F. Assagai Competition and has twice been a prizewinner in the annual competition for cadet forces run by Country Life Magazine. The school is a member of the N.S.R.A. and possesses a number of Anschutz and International Target rifles, which have been provided by the C.C.F. and the Parents' Association. Boys who wish to be members of the Shooting Club must be current members of the C.C.F. A termly charge is made for membership of this club.

Speech Training Classes *(Mrs S Wallin)* - These are held after 3.45 pm and are open to all boys at the school. Pupils are entered for examinations with the London Academy of Music and Dramatic Art. They are able to choose from several subjects including: the Speaking of Verse and Prose, Spoken English, Reading and Public Speaking. Please refer to the Extra Activities Form for details of charges if you are interested.

Stamp and Collectors Club *(Mr S Orpen)* - Membership is open to all boys including those who collect coins, cigarette cards and postcards. The club holds a stock of each of these collectables which boys can pick and choose from to improve their collections. Competitions and auctions are also arranged.

Sub Aqua Club *(Mr Yates)* - All training is undertaken by qualified instructors following the BSAC guidelines. Diving qualifications from Club Diver to Sports Diver are offered, with open sea dives. See Mr Yates in the CCF Hut for details.

Technology Club *(Mr C Williamson)* - This meets most afternoons during the school week from 4.00 - 5.30 pm. See the Creative Technology Department noticeboard for details.

Tennis Club *(Mr Green)* - Please see the noticeboards for further details.



Video/TV/Audio-Production Unit - See noticeboard for details. Equipment acquired over recent years includes 3 video cameras (one with full titling facilities), 2 video recorders, microphones, 2 cassette decks, 2 TV monitors, a sound and vision mixer, character generator and many miles of film in the archives.

The unit has several aims:-

(a) to encourage the production of video films which reflect the many aspects of school life.

(b) to encourage the use of the video camera and sound reproduction facilities for entertainment and education.

Film production is one aspect of the club's activities. Members of the unit are responsible for manning the multi-channel mixer unit to provide music and amplification at school assemblies, fetes and all other occasions when public address facilities are required.

If you are interested in film making and broadcasting, the video unit could be for you.

Wargames Society *(Mr S Orpen)* - This meets regularly and membership is open to all boys who are interested. Games are available for boys to use and discussion of new games, competitions and occasional visits to local wargames societies and conventions take place. For further information consult Mr Orpen.

Weekend Outdoor Activities *(Mr M Beal)* - Demand for these has been excellent and in many cases extra places have been provided. However, early return on the appropriate forms is advised as most activities are oversubscribed. Always check the details carefully to ensure that there are no *clashes* with other commitments you may have. Refunds can only be given in the case of illness or injury or if notification of cancellation is given more than two weeks before the activity takes place. Activities planned for the next 12 months include:-



Off Road Driving
Jet Skiing
White Water Rafting
Waterskiing
Go Karting
Skiing/Tobogganing

Narrowboat cruising
Powerboating
Mountain Biking and Raft Building
Quad Bike Safari and Clay Pigeon Shooting
Paintballing
Canoeing, Windsurfing and Sailing
Swimming & Ten Pin Bowling



Young Chefs *(Mrs Bussell)* - meets on Mondays and Thursdays from 3.45 - 5.00 pm. See noticeboard for further details.